

NEW BERN



NORTH CAROLINA

Everything comes together here

Departmental Monthly Reports

September 2016

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Development Services

Inspections:

Overview	2015 YTD	% Change from Last Year	2016 YTD	August 2016	% Change from Previous Month
Commercial Permits – New Construction	453	-73%	121	17	-89%
Residential Permits – New Single Family	125	-48%	65	4	67%
Residential Permits – Additions/Remodels	156	4%	163	12	-9%
Mobile Homes	49	300%	14	0	0%
Signs	39	-21%	31	3	-200%
Certificates of Occupancy – Residential	73	4%	76	4	64%
Certificates of Occupancy – Commercial	46	-200%	6	1	50%
Total Permit Valuation	\$36,074,699	94%	\$69,982,655	\$5,837,325	-38.35%

Significant Issues and Projects:

- Dunn Building outparcel (city bathrooms): Construction nearing completion. Anticipated completion date 10/14

Community and Economic Development:

- **Real Estate Development and Reuse:** Seeking potential funding source for Brownfield clean up in Gateway district. CDFA assisting.
- **First Street Corridor:** Completed Grant application to EDA under review \$1,285,250. Notification in October.
- Duke Energy-possible EV charging station location. ECC assisting with site selection process.
- **Habitat for Humanity:** Ten lots under environmental review for funding. Thirty-day comment period underway. HUD review (15 days). Release of funds in November.
- **The Entrepreneur Center:** Received grants from The Bate Foundation and Z. Smith Reynolds for implementation. Water/flooding issues being resolved prior to construction.
- **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. Craven CC \$20,000 marketing/assistance grant.
Revive 5 grassroots Leadership Academy began August 20th
- **Paint Your Heart Out New Bern:** 2017 event will be July 23-29. Partnered with NRCDC, Greater Duffyfield Residents Council, East Carolina Council and CNI to leverage funding opportunities. Applications are being accepted and reviewed.

Development Services

- **Site Development:** Received technical assistance grant from Electricities for shovel ready program (S2) 25.3 acre Craven Regional Airport property expansion. Marketing materials being developed. Second site under review.
- **CDBG:** 2016-2017 \$250,955 allocated.
Parks & Rec: Shade structure complete

Other:

- Twenty-nine land-use approvals were issued during the month.
- Staff issued a final C/O for 2032 Building A & B Waterscape Way-Cert of Occupancy.
- **Subdivisions** – Final Plat for J&J Gardner Holdings/Raines Properties, LLC approved by Board of Aldermen.
- **HPC** – Met with several Downtown Historic District residents regarding major and minor COA's. Met with John Wood of the State Historic Preservation on site at 513 Middle Street to assess the pending COA for demolition of a contributing accessory building.
- Provided staff support for Historical Preservation Commission's regular meeting on September 21st for the following projects:
 - 309 Bern St. (Melissa Himes, Alexis Cardelli) – to include installation of additional masonry in order to elevate the structure approximately 3 feet above existing elevation in the primary AVC.
 - 711 New St. (Mark & Jill Maxwell) – to install a new wooden door and landing with a covered stoop to the left of the home in the secondary AVC; to replace the existing rear window with French doors and install a deck in the tertiary AVC.
 - 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.
 - 607 Pollock St. (Paul & Debra Mills) – to include replacement of existing concrete walkway with brick basket weave pattern and replacement of existing handrail with white ornate handrail and balustrades to match porch handrail and balustrades in the primary AVC.
 - 219 Middle St. (GO Architecture; MDA, LLC) – to include removal of existing commercial windows and wood on front façade of building and extend the commercial structure to the replace with operable windows and install new, painted wooden panels and a wooden door. *this is a modification to an existing COA
 - 513 Middle St. (GO Architecture; Alan & Arlissa Vaughn) – to remove the existing single-story garage and shed, and replace with a story and half accessory building in the tertiary AVC.
 - 411 George St. (Christie Decker-Frazier) – to include replacement of concrete driveway and replace with bricks, installation of two wooden accent fence panels on corners of property in the primary AVC; installation of wooden fence to conceal HVAC units in the tertiary AVC.
 - 238 Middle St. (Christine Mele – Bear Plaza Condos) – to install an access ladder to the roof in the secondary AVC.
 - 310 Metcalf St. (Jay & Leslie Manning) – to include placement of an accessory structure in the tertiary AVC. *This is an after-the-fact permit.

Development Services

- **Planning & Zoning Board:** Conducted Regular Meeting on September 7th for the following projects:
 - Consideration of a rezoning request submitted by “Tried By Fire, Inc.” to rezone a property totaling .23+/- acres from R-10 Residential District to C-5 Office and Institutional District. The property is located at 823 Clark Avenue. The property is further identified by Craven County as Tax Parcel 8-022-028.
 - Consideration of a request by the City of New Bern to amend the City Land Use Ordinance articles:
 - Article IV: Permits and Final Plat Approval; deletion of 4/5th voting requirement, per revision of N.C.G.S. 160A-388.
 - Article XI: Supplementary Use Regulations; 15-170 “Telecommunications towers”.
- **NBAMPO:** Planning is underway to host the annual NCAMPO 2017 Conference.
- **GIS:** Created maps and analysis for fire service districts by drive time. Working on engineering setup for field collection using ArcGIS Online apps. Working to update the structure layer for all buildings in New Bern related to condition and use.

Finance

Fund Balance Available for Appropriation and Days Cash on Hand:

Fund	As of 06/30/14	As of 06/30/15	<i>Estimate for June 2016*</i>	<i>Estimate for July 2016*</i>	<i>Estimate for August 2016*</i>
Water (Available)	\$6,844,978	\$7,885,359	\$8,354,342	\$8,396,142	\$8,721,847
Water (Days)	294	497	303	344	355
Sewer (Available)	\$3,379,175	\$3,441,193	\$3,207,419	\$3,332,178	\$3,398,156
Sewer (Days)	128	196	128	162	160
Electric (Available)	\$8,171,048	\$9,187,629	\$11,042,418	\$10,559,621	\$14,438,280
Electric (Days)	88	94	120	109	136
General (Available)	\$9,183,675	\$15,531,641	\$14,874,372	\$11,439,643	\$9,367,130
General %	32.09%	56.95%	39.72%	30.70%	24.28%

*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	977	134	107
Average Response Time for "Reported Structure Fire"	5 minutes 35 seconds	6 minutes 17 seconds	7 minutes 00 seconds	8 minutes 12 seconds
Endangered Property Value	\$122,542,001	\$7,837,616	\$2,037,370	\$268,760
Property Losses Due to Fire	\$1,302,846	\$567,991	\$190,950	\$44,550
Percentage of Saved Property Value	98.94%	91.63%	90.63%	83.42%

Fire Prevention:

Prevention Statistics	2015 Total	2016 YTD	Last Month	Current Month
Fire Investigations	30	21	4	1
Fire Inspections	1,215	1,332	195	97
Permits Issued	90	86	11	12
Child-Passenger Seat Checks	276	215	18	24
People Educated Through Public Fire & Life-Safety Programs	10,613	10,576	1,127	3,923

Significant Issues:

- 10 smoke alarms were installed this month; 84 in 2016 YTD.
- Continued with Leadership Development Training with Facilitator James Rowan via webinars.
- Work continues on the Strategic Planning Project Peer Review Report for possible Board of Alderman meeting in November.
- School fire prevention programs started this month providing entertaining yet educational programs and information to the students. This year's theme is: Don't Wait: Check the Date! Replace Smoke Alarms Every 10 Years."
- Mumfest preparations were discussed/laid out in anticipation of the event scheduled for October 8-9, 2016.

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	0	1	3	8	1
Fire	66	0	0	1	5	0
Human Resources	5	0	0	0	1	0
Parks & Recreation	29	0	0	2	1	0
Police	114	2	1	11	18	3
Public Utilities (Electric)	51	0	0	5	6	0
Public Works	47	0	0	2	10	2
Water Resources	78	0	0	6	9	4
Totals:	458*	2	2	30**	61	10

**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	0 OSHA Recordable 0 Lost Time 1 Non-Recordable 1 Denied	4 OSHA Recordable 0 Lost Time 3 Non-Recordable 1 Denied
Year-to-Date Claims	3 Recordable 2 Non-Recordable	5 Recordable 3 Non-Recordable
Current Month Costs	\$13,418.88	\$26,031.50
Year-to-Date Costs	\$40,780.86	\$128,521.27

Other:

No report.

Parks and Recreation

Items of significance:

- **Personnel:** Conducted interviews for the position of Facility Manager; making selection in October.
- **Facilities:** Thalman Field project funding approved; work began in September.
- **Programs:** A number of events and programs throughout the month; aquatic facilities were operational through Labor Day weekend.
- **Mitigation:** 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	215	3,184	2,609	2,522	1,885
NIBRs* Group B Incidents (Arrests)	55	901	715	695	546
Adult Arrests	116	1,934	1,548	1,538	1,149
Juvenile Arrests	2	63	43	25	9
Total Arrests	124	1,997	1,591	1,563	1,158
Police Calls for Service	3,408	46,483	41,530	41,878	33,140
Business Alarms Dispatched	159	1,900	1,842	1,382	1,446
Residential Alarms Dispatched	56	871	782	777	676
Alarm Calls (PD Dispatched)	215	2,771	2,624	2,159	2,122

*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	0	13	9	5	7
Robbery	5	51	39	30	37
Aggravated Assault	11	77	70	68	63
B&E – Residence	12	234	192	181	114
B&E – Business	2	85	46	35	18
Theft from Motor Vehicle	13	215	204	157	122
Larceny	77	1,111	859	867	591
Motor Vehicle Theft	1	55	25	32	28
Arson	0	4	1	3	4
Total:	121	1,846	1,445	1,384	985

Criminal Investigations	Current Month Total	2013 Total	2014 Total	2015 Total	2016 YTD
Cases Assigned	4	192	205	117	99
Cases Closed	3	75	128	28	33

Police

Crime Analysis		
Top 5 Calls for Service & Number of Incidents	<u>September 2016</u>	<u>2016 YTD</u>
	1) Traffic Stop (229) 2) Security Check Bus. (155) 3) Business Alarm (171) 4) Follow Up (155) 5) Citizen Assist (227)	1) Traffic Stop (3,091) 2) Security Check Bus. (2,723) 3) Follow Up (1,726) 4) Citizen Assist (1,872) 5) Security Check Res. (1,582)
Top 5 Calls for Service by Location and Number of Incidents	1) 601 George St. (259) 2) 3105 M. L. King Jr. Blvd. (75) 3) 1100 Clarks Rd. (38) 4) 606 Fort Totten Dr. (37) 5) 411 Craven St. (49)	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 3105 M L King Jr Blvd., Wal-Mart (Larcenies/Shoplifters) 13 Reports 2) 2915 Neuse Blvd, Wal-Mart Market (Shoplifters, Assaults, Drunk Driver) 8 Reports 3) 3127 Elizabeth Ave., 12B Trent Ct., 4200 Academic Dr., 3 Reports	

Case Notes	
2016:	
2016- 20594 Homicide 121 W. Pleasant Hill	Ryesha 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.
2016-32979 Armed Robbery, on Howard St. of a Moped the victims were on. Took it at gun point.	Two suspects arrested, Anthony Graham B/M DOB 09/10/1996, Sheric Squires B/M DOB 01/09/1997. Both were arrested and charged with Armed Robbery & Conspiracy to Commit Armed Robbery Both held \$150,000
2016-32995 Armed Robbery 2909 Trent Rd. M&M Tobacco. Two suspects with guns approached victim robbed at gunpoint	Two suspects are brothers, Torrian West B/M DOB 09/01/1992 & Tyler West B/M DOB 05/12/1995. Armed Robbery & Conspiracy to Commit Armed Robbery and each with 1 count of Poss. of a firearm by felon. (Warrants will be obtained today 09/30/2016)

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

Police

Overtime in Dollars	Current Month	2013 Total	2014 Total	2015 Total	2016 YTD
Office of the Chief	\$63.25	\$6,672.34	\$11,911.58	\$8,783.87	\$992.66
Operations Division	\$15,980.15	\$120,226.42	\$163,316.23	\$145,902.95	\$91,984.55
Services Division	\$8,396.97	\$49,815.25	\$63,974.62	\$62,686.44	\$43,509.65
Investigations Division	\$1,703.38	N/A	N/A	N/A	\$14,124.21
Total:	\$26,149.75	\$176,714.25	\$239,204.43	\$222,373.26	\$150,611.07

Significant Issues (not noted above):

None to report.

Public Utilities

High-Profile Projects:

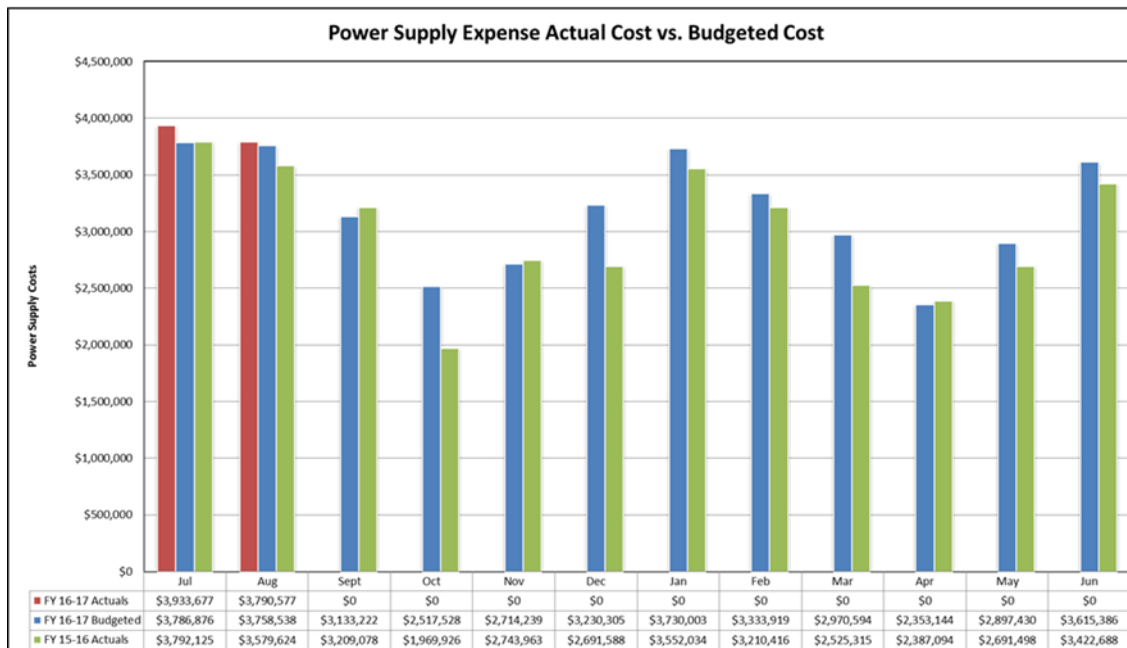
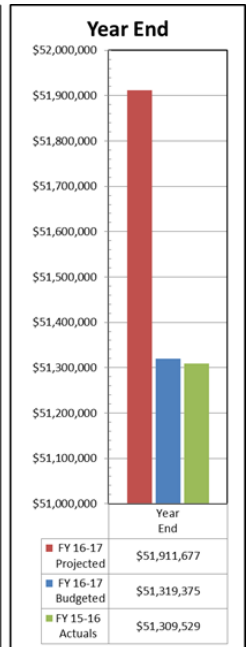
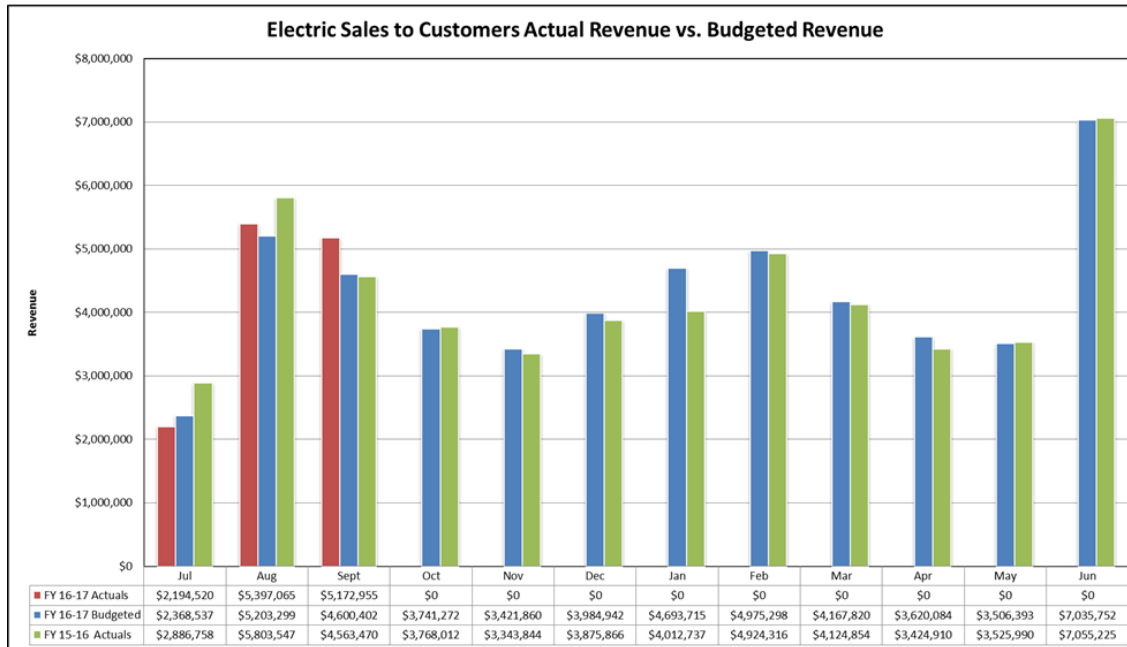
- **Advanced Metering Infrastructure Project** - *This project involves installing a network of electric and water meters. We are currently reading 3,955 water meters and 8,986 electric meters with 1,999 disconnect meters; 2,165 two-way load management switches have been installed. Phase II of the project is about 98% complete. We are establishing communication points around the City as required for communications back to the operations center. Brices Creek gateway waiting on configuration from contractor. An additional gateway for Taberna is waiting on crew availability.*
- **Overhead Line Rebuild**
 - Dogwood and Laurel Drive. *Replace and relocate back property, overhead distribution to road frontage. The tree work is complete and we have begun setting poles.*
 - Racetrack Road. *We are working on upgrading the existing overhead line to feeder capacity. This work has a planned start date of November 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.*
 - Craeberne Forest. *New underground primary extension for subdivision expansion. We have a design to ad power to 36 new lots. We have provided the plans to the developer and are waiting for his approval to start the installation.*
 - Crimson Walk at Bayberry Park in Carolina Colours. *Install underground primary and secondary cable, transformers, stands and street lighting for development addition. Start date of October 12, 2016.*
- **Downtown Improvements**
 - E. Front Street Light Project. *New installation of decorative street lights. Along bulkhead across from the Sudan Temple to the marina.*
 - 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. Estimated start date of December 1, 2016 for the Pollock Street conversion.*
- **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.*

Public Utilities

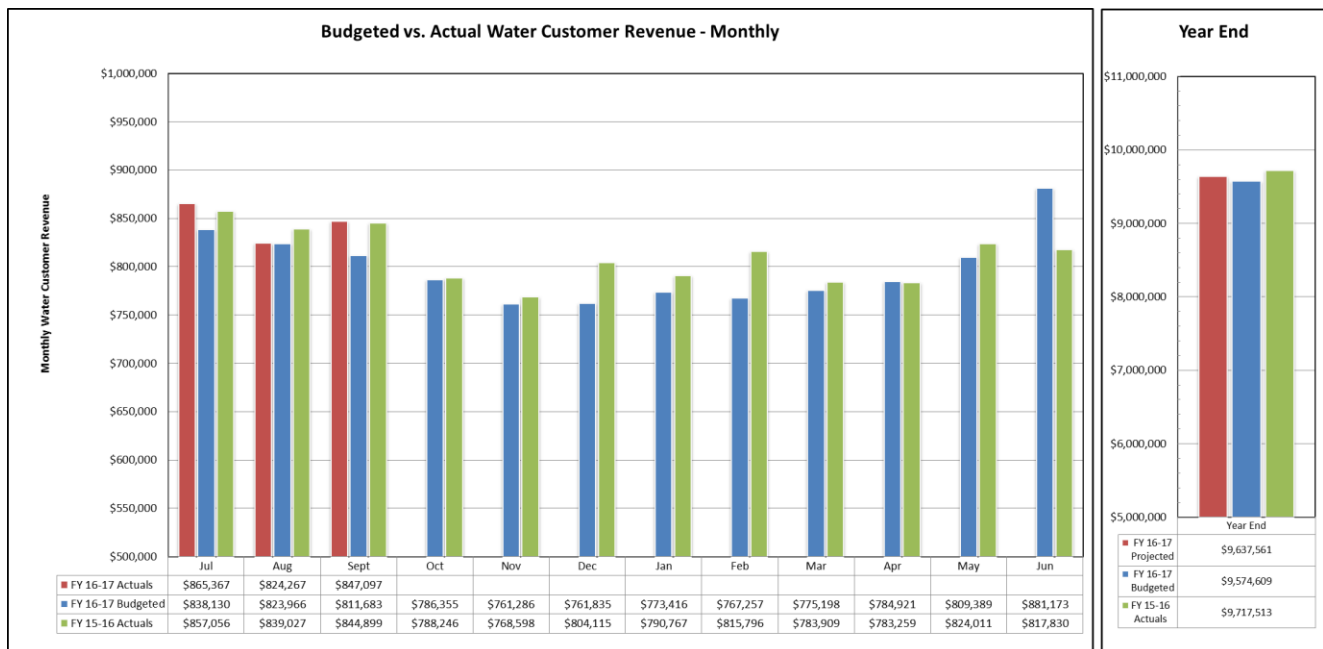
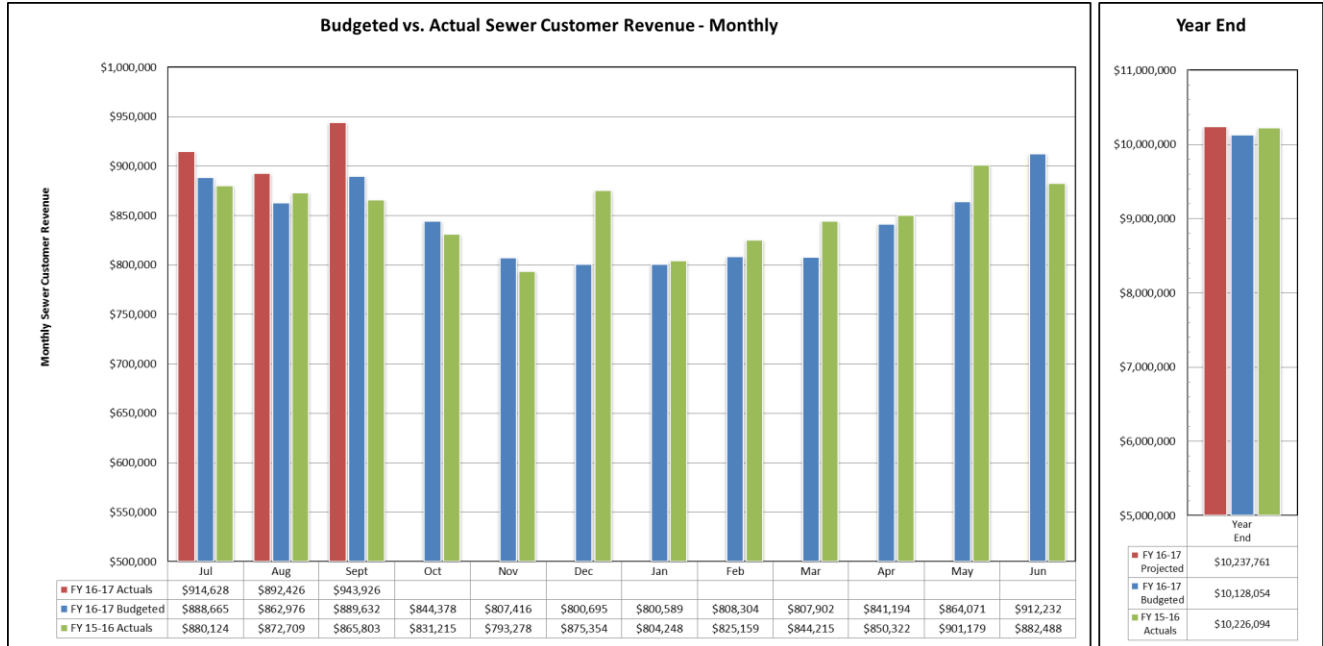
- **West New Bern Water System Improvements.** *Water system infrastructure improvements between the Highways 17 and 55 corridors increasing available domestic and fire flow supplies. Aerial and ground survey work for the project are complete and staff is working with the engineering consultant to finalize the water main alignment and design plans required for permitting.*

Electric System Outages and Reliability Statistics				
Aug 1, 2015 to Sept 30, 2016				
SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)	
41.57		1.08	38.435	99.9932
Aug 1, 2014 to Sept 30, 2015				
SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)	
52.78		1.46	36.158	99.9913
Sep-16				
Sched/Unsched	Cause	Substation	Circuit	Total Outages
Unscheduled	Squirrel			2
Unscheduled	Bird			1
Scheduled	Scheduled			
Unscheduled	Storm			6
Unscheduled	Wind			1
Unscheduled	Equipment Worn Out			1
Unscheduled	Manufacturing Defect			1
Unscheduled	Human			
Unscheduled	Lighting			1
Unscheduled	Vehicle Accident			
Unscheduled	Vine			
Unscheduled	Electrical Failure			5
Unscheduled	Construction			
Unscheduled	Tree			1
Unscheduled	Equipment Damage			1
Unscheduled	Unknown/Other			5
total				25

Public Utilities



Public Utilities



Public Works

Leaf and Limb:

Service Provided (Tons)	FY14-15 Total	FY15-16 Total	FY16-17 YTD	September 2016
White Goods Collected	9.00	18.00	4.50	0.00
Brown Goods Collected	5,422.50	3,539.16	792.00	283.80
Yard Waste Received	27,167.90	17,958.92	5,003.23	1,579.18
Mulch Dispersed	7,998.90	8,556.95	1,338.50	441.11

City Garage:

Costs	FY14-15 Total	FY15-16 Total	FY16-17 YTD	September 2016
Services Provided by City Garage:				
Vehicles Serviced	1,288	1,643	435	220
Total Labor Cost	\$ 36,758.93	\$ 53,147.90	\$13,096.80	\$ 6,948.51
Total Parts Cost	\$127,821.46	\$150,034.08	\$43,161.66	\$21,706.57
Total Cost (Parts + Labor)	\$164,580.39	\$203,181.98	\$56,258.46	\$28,655.08
Services Provided by Contract:				
Vehicles Serviced	916	674	155	73
Total Labor Cost	\$108,770.25	\$116,862.45	\$34,878.01	\$14,663.48
Total Parts Cost	\$192,877.40	\$198,068.81	\$54,854.58	\$19,254.14
Total Cost (Parts + Labor)	\$301,647.65	\$314,931.26	\$89,732.59	\$33,917.62
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,204	2,317	590	293
Total Labor Cost	\$145,529.18	\$170,010.35	\$ 47,974.81	\$21,611.99
Total Parts Cost	\$320,698.86	\$348,052.89	\$ 98,016.24	\$40,960.71
Total Cost (Parts + Labor)	\$466,228.04	\$518,063.24	\$145,991.05	\$62,572.70

Cost by Department	FY14-15 Total	FY15-16 Total	FY16-17 YTD	September 2016
Public Utilities (Electric)	\$ 86,103.29	\$ 96,332.89	\$37,674.11	\$10,523.93
Public Utilities (W&S)	\$116,802.55	\$120,158.73	\$29,847.83	\$12,061.70
Police	\$ 84,842.82	\$ 85,547.12	\$19,101.56	\$ 9,225.24
Recreation & Parks	\$ 32,005.09	\$ 45,296.72	\$ 9,775.79	\$ 5,312.60
Finance	\$ 28,004.25	\$ 15,044.94	\$ 2,351.70	\$ 1,060.04
Public Works	\$114,259.82	\$ 86,585.97	\$30,670.79	\$18,257.29
Fire / Rescue	\$ 69,698.98	\$ 54,913.63	\$16,010.18	\$ 5,697.71

Public Works

Human Resources	\$ 727.61	\$ 13.01	\$422.19	\$422.19
Development Services	\$3,275.67	\$6,727.03	\$136.46	\$ 12.00

Significant Issues:

None.