

NEW BERN



NORTH CAROLINA

Everything comes together here

Departmental Monthly Reports

January 2018

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Development Services

Inspections:

Overview	2017 YTD	% Change from Last Year	2018 YTD	DEC 2017	% Change from Previous Month
Commercial Permits – New Construction	13	0%	13	15	-15%
Residential Permits – New Single Family	1	89%	9	5	44%
Residential Permits – Additions/Remodels	15	-15%	13	4	69%
Mobile Homes	0	100%	1	3	-200%
Signs	6	-200%	2	4	-100%
Certificates of Occupancy – Residential	8	-60%	5	5	0%
Certificates of Occupancy – Commercial	0	100%	2	1	50%
Total Permit Valuation	\$2,806,256	64%	\$15,750,962	\$6,899,247	56%

Significant Project Update:

- City staff has corrected approximately 100 elevation certificates for the purpose of re-enrollment in the CRS program. Staff continues to reach out to surveyors and general contractors to obtain final construction elevation certificates. The corrected certificates have been sent to the Dept. of Emergency Management and are awaiting further communication to determine the next steps in the process.
- VOLT Center/City Market: All required documentation has been submitted to the USEDA in order to begin the bidding process. Bidding is expected to open on 3/2/2018.

Community and Economic Development:

- **CDBG**
 - **17/18:** The City's allotment is \$223,934. Deadline for public service funding applications was 1/18/18. Staff received 3 applications from area non-profits. Applications were scored and reviewed on 1/30/18 by CDAC (Community Development Advisory Committee) and community partners.
 - **16/17:** The City's allotment was \$250,955.
 - **15/16:** The City's allotment was \$259,784. Religious Community Services' public service activity for rental and utility assistance is closed.
- Paint Your Heart Out organizational committee met 1/10/18. Applications are still being accepted.

Development Services

Other:

- **Zoning** – Twenty-one land-use approvals were issued during the month.
- **HPC** – Provided staff support for the Historical Preservation Commission's regular meeting on January 3, 2018 for the following projects (the meeting was moved due to inclement weather):

New Applications:

- 613 Pollock St. (Tryon Palace)—to include the construction of an accessory structure in the secondary AVC (this is an after-the-fact request). Approved.
- 717 E. Front St.—to include the new construction of a residence. Approved
- 220 Pollock St.—to include the enclosure of a balcony and roofing addition in the tertiary AVC; removal of a wooden deck and ramp in the tertiary AVC and a building of unknown contributing status; installation of an addition to the main structure connected via breezeway in the tertiary AVC. Approved with conditions
- 1514 National Ave.—to include the installation of a wooden privacy fence and a wooden deck in the tertiary AVC; to replace a single plate glass window with a 6/6 window in the primary AVC. Approved.

Minor COA'S Issued

- No minor COA's were issued.
- City staff completed a year-end report on "Prevention of Demolition By Neglect" for the Historic Preservation Commission. The HPC shall discuss potential properties to remove and add to the list at their February meeting.
- **GIS:** Staff created the Annual 2017 building permit report and online maps and apps for the same. Staff also created an online map for public information related to wards.

Finance

Fund Balance Available for Appropriation and Days Cash on Hand:

Fund	As of 06/30/15	As of 06/30/16	As of 6/30/17	<i>Estimate for November 2017*</i>	<i>Estimate for December 2017*</i>
Water (Available)	\$7,885,359	\$8,497,223	\$6,298,596	\$6,135,872	\$6,008,496
Water (Days)	497	516	340	370	360
Sewer (Available)	\$3,441,193	\$3,422,417	\$4,035,133	\$3,482,395	\$3,243,470
Sewer (Days)	196	227	275	231	215
Electric (Available)	\$9,187,629	\$11,138,265	\$11,039,354	\$13,072,266	\$12,322,421
Electric (Days)	94	130	126	133	133
General (Available)	\$15,531,641	\$16,186,421	\$14,885,387	\$11,062,697	\$14,103,891
General %	56.95%	45.63%	45.47%	27.64%	35.24%

*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	2017 Total	2018 YTD	Last Month	Current Month
*Number of Incidents	1,603	186	149	186
90% Response Time to Incidents	7 minutes 25 seconds	8 minutes 0 minutes	8 minutes 0 seconds	8 minutes 0 minutes
Endangered Property Value	\$21,736,200	\$9,868,900	\$443,500	\$9,868,900
Property Losses Due to Fire	\$1,662,990	\$8,239,455	\$225,000	\$8,239,455
Percentage of Saved Property Value	92.35%	16.51%	49.27%	16.51%
Overlapping Incidents	163	36	18	36

Fire Prevention:

Prevention Statistics	2017 Total	2018 YTD	Last Month	Current Month
Fire Investigations	40	2	0	2
Fire Inspections	1,553	149	68	149
Permits Issued	92	2	9	2
Child-Passenger Seat Checks	207	19	3	19
People Educated Through Public Fire & Life-Safety Programs	9,476	55	264	55

Narcans:

Statistics	2017 Total	2018 YTD	Last Month	Current Month
Overdose Calls Responded To	78	3	3	3
Instances Narcan Administered	14	2	1	2

Significant Issues:

- 13 smoke alarms were installed this month, as compared to 14 in January 2017.
- Continued with Leadership Development Training with Facilitator James Rowan via webinars.

Human Resources

City-Wide Vacancies:

Department	Budgeted Positions	Separations During the Month	Positions Filled By External Candidates During the Month	Current Vacancies	Turnover FY16/17	Turnover FY17/18
Administration	12	0	0	1	0	1
Development Services	18	3	0	5	1	4
Finance	39	0	0	2	5	0
Fire	66	0	0	1	1	0
Human Resources	5	0	0	1	0	1
Parks & Recreation	29	0	0	1	3	1
Police	115	0	4	0	14	7
Public Utilities (Electric)	51	5	0	8	2	7
Public Works	47	0	0	4	7	7
Water Resources	78	1	1	4	9	4
Totals:	460*	9	5	27**	42	32

**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	2017	2018
Current Month's Claims	3 OSHA Recordable 1 Lost Time 0 Non-Recordable 1 Denied	2 OSHA Recordable 1 Lost Time 1 Non-Recordable 0 Denied
Year-to-Date Claims	21 Recordable 5 Non-Recordable	13 Recordable 6 Non-Recordable
Current Month Costs	\$35,716.50	\$10,025.74
Year-to-Date Costs	\$255,899.85	\$477,474.82

Other:

None

Parks and Recreation

Significant Issues:

- Parks & Recreation hosted a public input meeting at the New Bern Mall regarding Martin Marietta Park. A total of 215 participated in the event. Those attended were overwhelmingly positive about the addition of the new park.

Police

Crime:

Incidents & Arrests	Current Month Total	2015 Total	2016 Total	2017 Total	2018 YTD
NIBRs* Group A Incidents	204	2,522	2,540	2,536	204
NIBRs* Group B Incidents (Arrests)	71	695	723	825	71
Adult Arrests	140	1,538	1,495	1,739	140
Juvenile Arrests	1	25	10	10	1
Total Arrests	141	1,563	1,505	1,749	141
Police Calls for Service	3,309	41,878	43,949	46,757	3,309
Business Alarms Dispatched	149	1,382	1,968	1,988	149
Residential Alarms Dispatched	59	777	878	758	59
Alarm Calls (PD Dispatched)	208	2,159	2,846	2,746	208

**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	2015 Total	2016 Total	2017 Total	2018 YTD
Homicide	0	9	3	4	0
Rape	3	5	11	8	3
Robbery	3	30	50	58	3
Aggravated Assault	12	68	82	93	12
B&E – Residence	8	181	168	160	8
B&E – Business	3	35	27	43	3
Theft from Motor Vehicle	8	157	173	187	8
Larceny	50	867	796	718	50
Motor Vehicle Theft	3	32	30	20	3
Arson	0	3	6	3	0
Total:	90	1,387	1,346	1,294	90

Criminal Investigations	Current Month Total	2015 Total	2016 Total	2017 Total	2018 YTD
Cases Assigned	20	141	179	108	20
Cases Closed	0	72	101	45	0

Police

Crime Analysis		
Top 5 Calls for Service & Number of Incidents	<u>January 2018</u>	<u>2018 YTD</u>
	1) Traffic Stop/477 2) Follow Up Report/211 3) Citizen Assist/169 4) Alarm Business/147 5) Vehicle Crash-Property/106	1) Traffic Stop/477 2) Follow Up Report/211 3) Citizen Assist/169 4) Alarm Business/147 5) Vehicle Crash-Property/106
Top 5 Calls for Service by Location and Number of Incidents	1) 601 George Street, New Bern Police Department/243 2) 3105 M L King Jr Blvd, Wal-Mart/68 3) 411 Craven St, Magistrates Office/44 4) 2710 M L King Jr Blvd, MLK Overpass/35 5) 1100 Clarks Rd, CCSO-Magistrates/34	
Top 3 Crime Locations for Current Month and Number of Incidents	1) 3105 MLK Jr. Blvd., (Wal-Mart: Larceny)/13 2) 2000 MLK Jr Blvd., (Grover C. Fields: Assault/Communicating Threats)/5 3) 1415 Tatum Dr., (Piggly Wiggly: Larceny)/2	

Cases of Note	
2018-1776 : Gun Shot Victim	Investigation concluded in suicide determination.
2018-3176 : Gun Shot Victim	Victim treated for minor wounds, was treated and released. Investigation continues.

Personnel:

Extra Duty Hours	2015 Total	2016 Total	2017 Total	2018 YTD
246.50	2,161.00	3,299.00	4,076.75	246.50

Overtime in Dollars	Current Month	2015 Total	2016 Total	2017 Total	2018 YTD
Office of the Chief	\$0.00	\$8,783.87	\$1,251.97	\$381.11	\$0.00
Operations Division	\$2,717.96	\$145,902.95	\$135,511.65	\$118,641.19	\$2,717.96
Services Division	\$4,959.03	\$62,686.44	\$58,035.21	\$72,063.35	\$4,959.03
Investigations Division	\$183.19	N/A	\$21,689.72	\$45,845.93	\$183.19
Total:	\$7,860.18	\$217,373.26	\$216,488.55	\$236,931.58	\$7,860.18

Significant Issues (not noted above):

None

Public Utilities

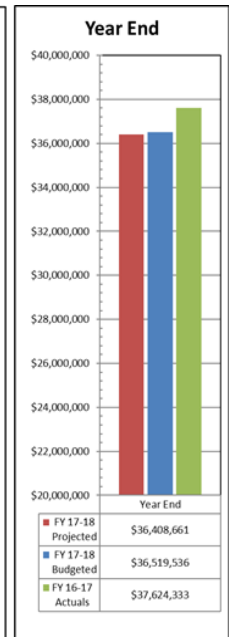
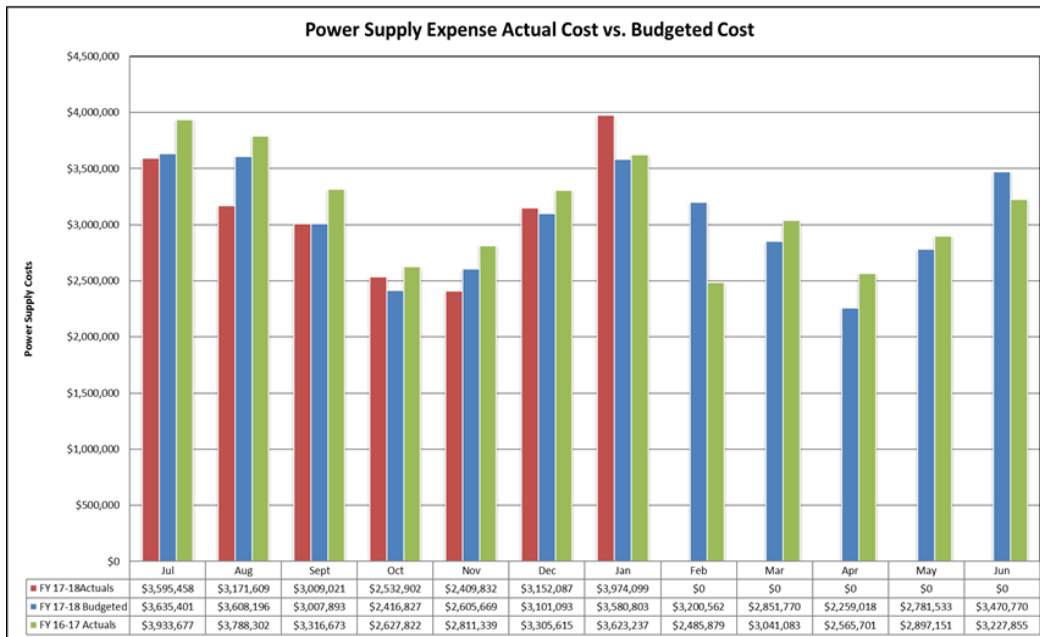
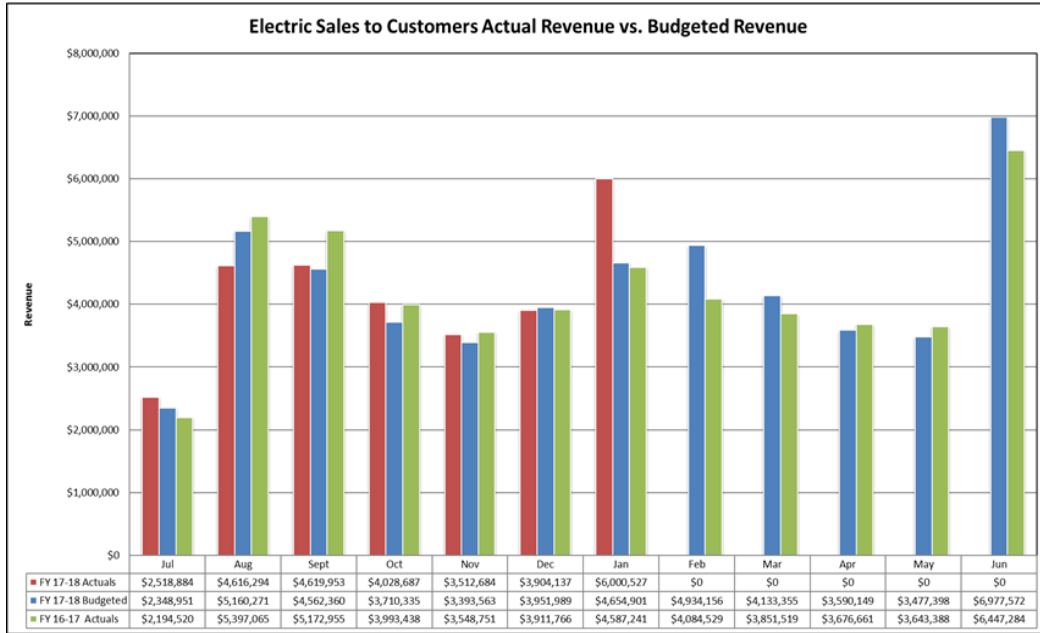
High-Profile Projects:

- **Advanced Metering Infrastructure Project** - This project involves installing a network of electric and water meters. We are currently reading 8,133 water meters, 17,015 electric meters with 4,772 disconnect meters and 3,945 two-way load management switches installed. We are well into the third and final phase of the project. We are establishing communication points around the City as required for communications back to the operations center. All of the initial project Gateways are up; we now cover all the way to Havelock. Two additional Gateways are being installed, one on Racetrack Road and the other at the new Blue Water Rise Subdivision.
- **Overhead Line Rebuild**
Slocum Gate Flyover - We are working on the line upgrades for this NCDOT project. We will be relocating poles and converting a section of the Havelock feeder to underground for this project. All construction cost will be reimbursed by NCDOT. We have completed our work on this project and are in the process of billing NCDOT for our work.
Craven Street - We are replacing the fiber network along Craven Street to repair damages caused by wildlife. We have completed our work at this location.
- **New Underground Developments**
Bluewater Rise Subdivision - New underground residential subdivision. We will be extending our existing underground primary along Old Airport Road and into the new development. We are working on upgrading our underground line to feeder capacity for this new load.
- **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.
- **Water Resources Facility** - This involves the construction of a new facility adjacent to the City's existing water treatment plant to house the Water Resources operations and administration staff. The contractor has completed the slab for the main building and has begun to erect the structural steel for this building. The remaining structural steel, along with the roof and wall panels are scheduled to be complete by the end of February. The slab for the equipment building is scheduled to be poured in mid-February.
- **West New Bern Water System Improvements** - Water system infrastructure improvements between the Highway 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.
- **FY-17 Water and Sewer System Improvements** - Replacement of existing water and sewer infrastructure in the areas that will be included in the FY-17 repaving project. Public Utilities staff has worked closely with the Public Works staff to develop a list of water and sewer infrastructure items that are in need of repair/replacement prior to beginning the FY-17 repaving project. The resurfacing work on Meadows and Tatum will be complete by mid-February, which will complete the work for this project.
- **Spencer & Park Water and Sewer Rehabilitation Project** - Replacement of existing water and sewer infrastructure along Spencer and Park Avenues ahead of planned resurfacing project. This project was originally part of the FY-17 Water and Sewer Improvements project, but was delayed. This project is now scheduled to begin the first week in March and an informational meeting with the local residents has been scheduled for February 26th.

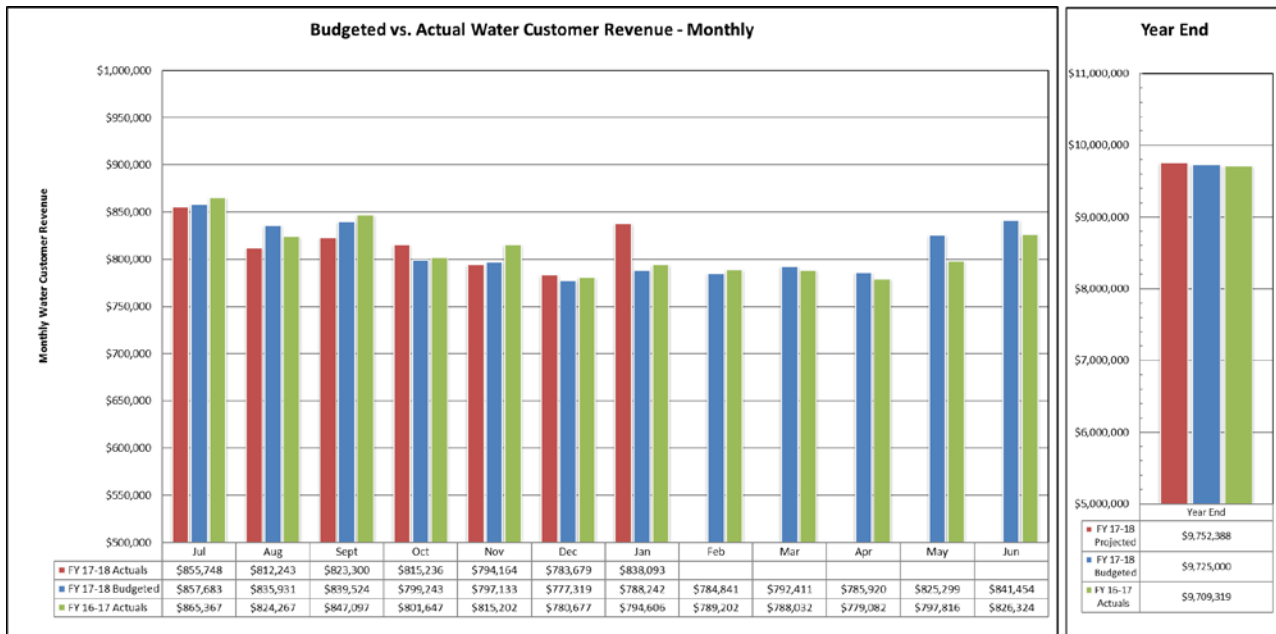
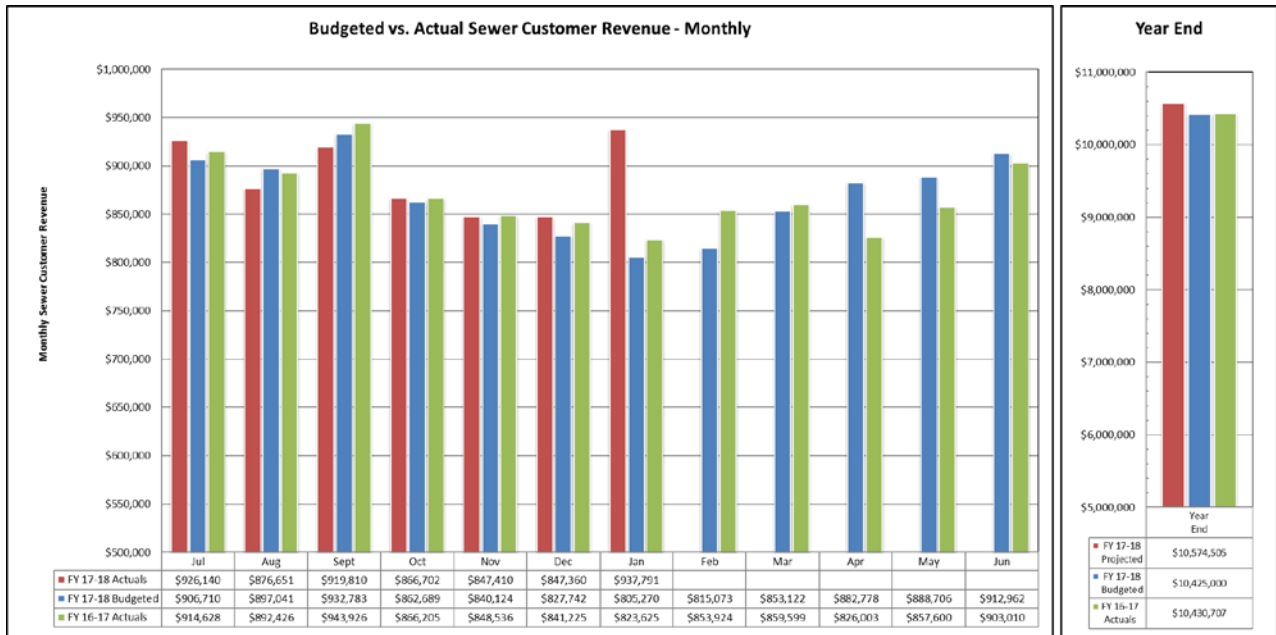
Public Utilities

Electric System Outages and Reliability Statistics				
01-01-18 to 01-31-18				
SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)	
10.096	0.183	55.271	99.9982	
01-01-17 to 01-31-17				
SAIDI (minutes)	SAIFI (number of interruptions)	CAIDI (minutes)	ASAI (percent)	
5.85	0.0753	77.748	99.9989	
Jan - 18				
Sched/Unsched	Cause	Substation	Circuit	Total Outages
Unscheduled	Squirrel			1
Unscheduled	Bird			
Scheduled	Scheduled			
Unscheduled	Storm/Ice			10
Unscheduled	Equipment			
Unscheduled	Replacement			
Unscheduled	Human			
Unscheduled	Vehicle Accident			
Unscheduled	Vine			
Unscheduled	Electrical Failure			17
Unscheduled	Construction			
Unscheduled	Tree			3
Unscheduled	Equipment Damage			1
Unscheduled	Unknown/Other			10
			Total	42

Public Utilities



Public Utilities



Public Works

Leaf and Limb:

Service Provided (Tons)	FY15-16 Total	FY16-17 YTD	FY17-18 YTD	January 2018
White Goods Collected	18.00	12.38	20.25	3.38
Brown Goods Collected	3,539.16	3,689.40	2,016.00	231.00
Yard Waste Received	17,958.92	14,530.76	8,461.58	1,089.15
Mulch Dispersed	8,556.95	3,864.30	4,196.15	596.57

City Garage:

Costs	FY15-16 Total	FY16-17 YTD	FY17-18 YTD	January 2018
Services Provided by City Garage:				
Vehicles Serviced	1,643	1,692	1,159	185
Total Labor Cost	\$ 53,147.90	\$ 52,205.30	\$ 34,569.07	\$ 5,273.78
Total Parts Cost	\$150,034.08	\$151,894.04	\$ 94,737.05	\$13,670.06
Total Cost (Parts + Labor)	\$203,181.98	\$204,099.34	\$129,306.11	\$18,943.83
Services Provided by Contract:				
Vehicles Serviced	674	542	321	35
Total Labor Cost	\$116,862.45	\$111,212.64	\$ 63,103.70	\$ 6,876.95
Total Parts Cost	\$198,068.81	\$174,965.06	\$128,593.46	\$12,170.79
Total Cost (Parts + Labor)	\$314,931.26	\$283,177.70	\$191,697.16	\$19,047.74
Total Services Provided (City Garage & Contract):				
Vehicles Serviced	2,317	2,234	1,480	220
Total Labor Cost	\$170,010.35	\$160,418.57	\$ 97,686.16	\$12,164.13
Total Parts Cost	\$348,052.89	\$327,129.10	\$223,606.90	\$26,113.23
Total Cost (Parts + Labor)	\$518,063.24	\$487,277.04	\$321,239.06	\$38,227.36

Cost by Department	FY15-16 Total	FY16-17 Total	FY17-18 YTD	January 2018
Public Utilities (Electric)	\$ 96,332.89	\$ 89,722.68	\$41,585.92	\$3,919.09
Public Utilities (W&S)	\$120,158.73	\$106,384.36	\$84,599.62	\$7,251.73
Police	\$ 85,547.12	\$ 75,648.03	\$53,252.76	\$7,867.73
Recreation & Parks	\$ 45,296.72	\$ 42,286.71	\$35,451.12	\$5,056.65
Finance	\$ 15,044.94	\$ 11,181.78	\$ 8,436.08	\$ 889.75
Public Works	\$ 86,585.97	\$ 96,169.46	\$59,970.65	\$9,440.86
Fire / Rescue	\$ 54,913.63	\$ 63,315.27	\$36,184.96	\$4,031.54
Human Resources	\$ 13.01	\$ 619.44	\$ 496.96	\$ 0
Development Services	\$ 6,727.03	\$ 1,911.96	\$ 1,310.98	\$ 0

Public Works

Significant Issues:

None

Attendance for Board Appointees

Board of Adjustment			
Appointee	January Attendance *	Meetings Missed in 2018 To Date	Appointed By
Alfred Barfield	N/A	0	Mayor
Richard Parsons	N/A	0	Ward 1
Dorothea White	N/A	0	Ward 2
Peter Walker	N/A	0	Ward 3
Benjamin Beasley	N/A	0	Ward 4
Kenneth Brown	N/A	0	Ward 5
John Riggs	N/A	0	Ward 6
Kenneth "Kip" Peregoy	N/A	0	Mayor Outlaw
Steve Strickland	N/A	0	Mayor Outlaw
Lois Jamison	N/A	0	Schaible
Edward Bellis, III	N/A	0	Not Available
Ross Beebe	N/A	0	Not Available

* A meeting was not held in January.

Community Development Advisory Committee			
Appointee	January Attendance *	Meetings Missed in 2018 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
Mary Shepard	N/A	0	Ward 6

*A meeting was not held in January. Meetings are held quarterly.

Craven County Tourism Development Authority			
Appointee	January Attendance	Meetings Missed in 2018 To Date	Appointed By
Mark Stephens	Present	0	BOA

Attendance for Board Appointees

Eastern Carolina Council of Government			
Appointee	January Attendance*	Meetings Missed in 2018 To Date	Appointed By
Johnnie Ray Kinsey	Absent	1	Aster

*Attendance is only *required* at January and June meetings.

Friends of New Bern Firemen's Museum, Inc. Board of Directors			
Appointee	January Attendance	Meetings Missed in 2018 To Date	Appointed By
Nancy Mansfield	Present	0	Ward 1
Mike Markham	Present	0	Ward 2
David Finn	Present	0	Ward 3
Juleon Dove	Present	0	Ward 4
Dell Simmons	Resigned	N/A	Ward 5
Carol Zink	Present	0	Ward 6
Gary Lingman	Present	0	Mayor
Bill Frederick	Present	0	Blackiston
David Pickens	Present	0	Kinsey
Richard Blythe	Present	0	Blackiston

Historic Preservation Commission			
Appointee	January Attendance	Meetings Missed in 2018 To Date	Appointed By
David Griffith	Present	0	Mayor
Joe Anderson	Present	0	Ward 1
Dr. Ruth Cox	Present	0	Ward 2
Rich Frye	Absent	1	Ward 3
Nancy Gray	Present	0	Ward 4
James Woods Jr.	Present	0	Ward 5
Jim Morrison	Present	0	Ward 6
Tripp Eure	Present	0	Blackiston
James Herring	Present	0	White

Attendance for Board Appointees

Housing Authority of the City of New Bern			
Appointee	January Attendance	Meetings Missed in 2018 To Date	Appointed By
Steve Strickland	Present	0	Mayor
Joe Anderson	Present	0	Mayor
Pete Monte	Present	0	Mayor
Barbara Lee	Absent	1	Mayor
Rob Overman	Present	0	Mayor
Molichia Hardy	Absent	1	Mayor
Willie Newkirk, Sr.	Present	0	Mayor
Bill Frederick	Present	0	Mayor
Carol Becton	Present	0	Mayor
Denise Harris-Powell	Present	0	Mayor
Thomas Hardin	Present	0	Mayor

New Bern Appearance Commission			
Appointee	January Attendance	Meetings Missed in 2018 To Date	Appointed By
Peggy Broadway	Present	0	Ward 1
James Dugan	Present	0	Ward 2
Joseph Cannon	Present	0	Ward 3
Rose Williams	Present	0	Ward 4
Mattie Tatum	Absent	1	Ward 5

New Bern Area Metropolitan Planning Organization – Transportation Advisory Committee			
Appointee	January Attendance *	Meetings Missed in 2018 To Date	Appointed By
Jeffrey Odham	N/A	0	Mitchell
Johnnie Ray Kinsey (Alternate)**	N/A	0	White

* A meeting was not held in January.

**Alternate only *required* when regular appointee is not in attendance.

Attendance for Board Appointees

New Bern-Craven County Public Library Board of Trustees			
Appointee	January Attendance*	Meetings Missed in 2018 To Date	Appointed By
Carol Becton	N/A	0	Odham
Esther Hardin	N/A	0	Not Available
Erika Foluke	N/A	0	Taylor
Ethel Staten	N/A	0	Taylor
Vacant	N/A	0	N/A

*A meeting was not held in January.

Planning & Zoning Board			
Appointee	January Attendance *	Meetings Missed in 2018 To Date	Appointed By
Willie Newkirk, Sr.	N/A	0	Mayor
Jerry Walker	N/A	0	Ward 1
Carol Williams	N/A	0	Ward 2
Gaspar Sonny Aluzzo	N/A	0	Ward 3
Raymond Layton	N/A	0	Ward 4
Jeffery Midgett	N/A	0	Ward 5
Pat Dougherty	N/A	0	Ward 6

*A meeting was not held in January.

Police Civil Service Board			
Appointee	January Attendance*	Meetings Missed in 2018 To Date	Appointed By
Phil Childrey	N/A	0	Odham
Jon Skinner	N/A	0	Mitchell
Craig Baader	N/A	0	Mitchell
Roger Bellamy	N/A	0	White
Chip Hughes	N/A	0	Odham

*Meetings are held for appeals of disciplinary actions only. A meeting was not required in January.

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.