



# MEMORANDUM

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**TO:** Mayor and City Councilors

**FROM:** Rich Olson, City Manager

**DATE:** January 20, 2006

**REF:** FYI

**PC:** Departmental Directors, etal

1. The City and the County have received comments back from CAMA concerning the Joint Land Use Plan. According to CAMA, there are several sections missing and other portions need substantial attention. CAMA would like the City and County to beef-up the response to the "Advanced Core Plan Requirements," "Minimal Policy Impact Analysis" and "Mitigation Strategies to Handle Impacts." Furthermore, CAMA is requiring that we perform comparative analyses of growth forecasts relative to the future land use maps. My interpretation of CAMA's comments indicates that our focus has been changed to develop a comprehensive plan, not just a land use plan. City staff will be meeting with Randy Keaton and Rodney Bunch to discuss CAMA's comments. This matter may be discussed at the Joint City/County meeting.
2. On Wednesday, January 18, 2006, Police Department Administrative Officials hosted a seminar with Project Lifesaver International for area Law Enforcement Executives at College of the Albemarle. The intent of this seminar was to adopt a unified plan of action and uniform equipment to assist in the rescue efforts of people suffering dementia type disorders in this six-county area. The meeting was a success and a meeting with patient care providers has been set for January 25, 2006 at College of the Albemarle. There have been several inquiries about donations, but to date, the City has received one donation, which came from a City Councilor. The Department is confident that as we get more organized, more citizens and organizations will be making contributions to this cause. In addition, the Police Department plans on submitting equipment

requests for this project in the Fiscal Budget Year 2006/2007. It is the intent of the Police Department to have the program operational in our area later this year. This project is being supported by the Healthy Carolinians of the Albemarle Region.

3. City staffers attended a Reverse 911 seminar on Friday, January 20, 2006, that included representatives from the 911 Communications Center, Pasquotank and Camden Counties about the feasibility of implementing a reverse 911 system to serve Elizabeth City, Pasquotank and Camden Counties. The implementation of a reverse 911 system would give the City the capabilities to electronically call residents of the City and inform them of information. The emergency reverse 911 program has the capability of sending City generated information in the cases of emergencies involving law enforcement, public safety, utility, and health care concerns as well as providing welfare check-ins on the elderly. The reverse 911 system operates by interfacing with the communication system that 911 currently uses and electronically by geographical parameters, sets up automatic calls to residents and delivers the information that the sender wishes to communicate. A cost estimate of the hardware and software is in the process of being completed and an estimate will be obtained in the immediate future.
4. The City Clerk's new digital FTR Gold recording system was installed this week and will be used for the first time during Monday's Work Session and City Council Meeting. This digital recording equipment system allows the City Clerk to input the agenda directly into the system as a document. While the meeting is being recorded for later transcription, "time and date" stamps can be generated for each agenda item directly into the agenda document. This will allow access directly to that item from the recorded file without having to search the entire document. The recording capability provides for crystal clear audio of the meeting from anywhere in the room utilizing one small microphone. We are excited to place this equipment, which was budgeted during the fiscal year 2005-2006 budget into service.
5. The Technical Review Committee will hold its monthly meeting on Tuesday, January 24, 2006 at 10 AM in the 3<sup>rd</sup> floor conference room at 302 E. Colonial Avenue. The following items will be discussed. 1) Site Plan 01-06 – Request of Quail Run Business Center, represented by Albemarle & Associates to construct a 6,000 square foot metal building on Oak Stump Road; 2) Site Plan 02-06 – Request of Eyeball, Inc., represented by Hyman and Robey to construct a beauty shop at 915 Chestnut Street; and 3) Site Plan 28-05 by Down East Developers and

Perkins Lane Partnership to subdivide 43 acres on the south side of Perkins Lane west of Peartree Road into 81 lots.

6. As reported in last week's FYI, Chief Pritchard traveled to Sam's Club on Wednesday to accept a check awarded through their Safety Grant Program. The Fire Department received a \$1,000.00 grant to buy smoke detectors for its Smoke Detector Program. Approximately 200 smoke detectors can be purchased with this grant money. The Smoke Detector Program has really had a very positive response since being advertised on the bottom of the City's utility bills in December. For the month of December, 12 requests were received for smoke detectors and in January, we have already had 10 requests to date.
7. I will be in Durham from February 1 through February 4 attending the annual North Carolina City and County Management Seminar. I will advise the Council in next week's FYI who will serve as the Acting City Manager during my absence.

RCO/vdw