



MEMORANDUM

TO: Mayor and City Councilors
FROM: Rich Olson, City Manager
DATE: February 17, 2006
REF: FYI
PC: Departmental Directors, etal

1. Hobbs, Upchurch & Associates, PA has completed its preliminary design plans for the Elizabeth City Airport Apron Expansion Project. The Airport Authority has met and reviewed the plans and HUA will now submit the drawings to the various required federal and state agencies for approval. The anticipated schedule for this project is as follows:

Advertisement for Bids – February 22, 2006
Bid Opening - March 22, 2006
Bid Award – March 27, 2006
Pre-Construction Conference/Notice to Proceed – April 14, 2006
Begin Construction – April 17, 2006
End Construction – July 17, 2006

This is a very aggressive timeline, which has been developed to meet the needs of TAMSCO.

2. On February 16, 2006, the Joint Redevelopment Commission met and discussed the status of the Fairgrounds property. Discussions were held on what course of action the Commission needs to take to prevent illegal dumping and other illegal activities on the property. It was decided to hire an outside contractor to come in and clean the property of all the vegetation by grinding it up. The commission owes Pasquotank County \$24,732.94 in outstanding tipping fees. Legal fees and condemnation expenses equal \$27,000. It is estimated that cleaning the site will cost \$25,000. The Commission voted to request \$25,000 from both the City

and County to cover existing expenses. Money will need to be included in the fiscal year 2006-2007 budget to cover future commission expenses.

3. In response to inquiries by the City Council at its last meeting, the following actions are being taken:
 - Captain Frank Koch has been assigned to research the feasibility of installing surveillance cameras in areas of interest in the City.
 - Lieutenant John Young is researching options concerning placing the old "Crime Prevention Trailer" or similar building in areas of interest as a deterrent to criminal activity in the City.
 - Lt. Young has also been assigned to develop an "Operational Plan" to address the concerns of residents of the Sawyertown and Pennsylvania Avenue communities.
 - Arrangements have been made with the Inspections Department, where after a Search Warrant has been executed and the investigators find the living conditions of the building questionable, the Investigators will contact the Inspections Department and request an inspection of the building.
 - Acting Lieutenant John Etheridge and the Traffic Unit have been assigned the task of reviewing and inspecting the speed signs on Edgewood/Parkview and Southern Avenues for consistency in posted speeds. In addition, they are researching placing additional signs that reflect it is illegal to possess or sell drugs within 1000 feet of a school.
 - Acting Lieutenant Etheridge and Code Enforcement Officer Mike Williams have been directed to review and enforce the current ordinance concerning advertising signs in the City to ensure uniformity in its enforcement.

All of these projects and assignments are due by March 1, 2006.

4. Larnetta Brothers, Sanitation Superintendent, Public Works Department was informed on February 15, 2006 that the Division of Pollution Prevention and Environmental Assistance (DPPEA) has awarded her with a scholarship to attend the 2006 Annual Conference of the Carolina Recycling Association in Raleigh, NC from March 21 to March 24, 2006. This conference highlights classes such as financing recycling programs and public education. There will also be numerous booths and exhibits related to the sanitation industry. This is a good opportunity to represent the City and network with other municipalities.
5. The Coast Guard has scheduled a public hearing to be held on March 1, 2006 to receive comment on the opening schedule of the Dominion Boulevard Steel Bridge. This hearing will be held from 3:00 – 8:00 p.m. at the Chesapeake Central Library, 298 Cedar Road. Comment will be

accepted at any time during the time period. It is important that we support continued improvements along this corridor, now that the four-lining of US Hwy 17 is complete. The steel bridge area has become a "bottleneck" for traffic due to its single-lane span and frequent openings for pleasure boat traffic. Northeastern North Carolina's continued economic development in the future will largely depend on the US Hwy 17 transportation system.

6. As reported to you previously, the City of Elizabeth City will sponsor a booth for the first time during the Chamber's annual Business Expo, which will be open for the general public on Wednesday, February 22 from 11 a.m. until 6 p.m. The "Sneak Preview" will be held on Tuesday evening, February 21 from 5 – 8 p.m. for ticket holders. Staff members have been working hard on the City's booth and will be displaying various services currently being offered such as the hot water heater rebate and insulation rebate programs. Information will also be available regarding methods to reduce energy consumption, the "handy-man" background check program, the smoke detector program, the child safety seat program, the "FOG" program and upcoming recreation programs, among other things. Please feel free to join staff members in the City's booth to help us greet the public.
7. The Pasquotank Arts Council Gallery is being featured in a segment showcasing its "Fabric Arts Exhibit" on UNC-TV during the show, North Carolina Weekend. North Carolina Weekend airs Thursdays at 9:00 p.m., with repeats shown on Fridays at 8:00 p.m. and Saturday at 1:30 am and 10:00 a.m. UNC-TV is shown locally on Adelphia Cable, Channel 2.
8. As a reminder, the Council's tour of the police department has been rescheduled to February 28 at 10 a.m. The tour will begin in Chief Anderson's office.

RCO/vdw