

THE CITY OF
ELIZABETH CITY
 NORTH CAROLINA



TO: Mayor and City Councilors
FROM: Rich Olson, City Manager
REF: FYI ~ Week Ending March 4, 2011
COPY: Email Distribution

1. City staff has downloaded the 2010 Census numbers, which were received on Wednesday. Although the official Census numbers show the City of Elizabeth City's population grew from 17,188 in 2000 to 18,683 in 2010, this number is far less than the number the City last received from the State Demographer. The last information provided by the State Demographer was in July 2009, which estimated 20,406. This is 1,723 less than the amount shown on the 2010 Census. Unfortunately, the City's state-shared revenue is based on the demographer's numbers when current Census data is not available. City staff is anticipating a reduction in state-shared revenue next fiscal year. Staff continues to manipulate the Census block and tract information into the City's election wards. Although our numbers are still preliminary, the existing population per ward is as follows:

- Ward 1 4,367
- Ward 2 4,150
- Ward 3 5,046
- Ward 4 5,191

Based on these numbers, the City will be required to redistrict. The ideal population per ward is now 4,670. We now exceed the 10% Rule and must redistrict. Since we fall under Section 5 of the Voting Rights Act, our racial mix per ward is as follows:

	White		Black		Other	
Ward 1	2,486	57%	1,663	38%	218	5%
Ward 2	2,110	51%	1,703	41%	337	8%
Ward 3	1,479	29%	3,235	64%	332	8%
Ward 4	1,351	26%	3,516	68%	324	6%

These numbers do not include Camden County and that portion of the City in Camden.

2. Today, the City received a price quote from the North Carolina Municipal Insurance Trust to convert our existing health insurance plan to an ASO (self-insuring) plan. The quote is less than what the City is presently paying, but would transfer a lot more risk to the City. For budget purposes, staff will be utilizing the figure of \$2.1 million, which reflects our anticipated 10% increase in health care costs. There is approximately a 10% decrease if we become self-insured. This savings is based on the same level of claims we experienced last fiscal year.
3. The construction bids for the Water Street/Shepard Street Intersection Improvement Project were opened on Tuesday, March 1. This was the second bid opening for this project, because there were not three bidders, as required, for the first bid opening. Again this week, there was only one bidder and the apparent bid is for \$436,765. This bid is currently being reviewed by the design engineer and will be presented for City Council consideration on March 14.
4. On Wednesday, March 2, 2011, Pasquotank County held a Water Committee meeting, which was attended by Councilman King, Councilman Walton, Paul Fredette and me. During the meeting, we learned that the County does not anticipate providing R.O. water to the City until July 1, 2011. During the preparation of the fiscal year 2010-2011 City budget, staff budgeted receiving water beginning in March 2011. However, the City's 250,000 gallon "take-or-pay" obligation will not begin until July. The Council approved \$200,625 for the purchase of R. O. water that will not be needed this fiscal year. Due to the severity of emergency repairs this year, City staff will be requesting several budget amendments.
5. A construction bid opening was scheduled Tuesday, March 1 for Contract 2 of the utility relocation work related to the Elizabeth Street Reconstruction Project (NCDOT TIP Project U-4438). Only one bid was presented to the City; therefore, this project was again advertised and the bid opening is now rescheduled for March 21, 2011 at 3 pm. On March 3, 2011, The Daily Advance published an article that read that the project has been delayed 90 days. The information in the newspaper is not totally correct. Construction work on Elizabeth Street is on schedule for Contracts 1 and 2. Contract 3 will be delayed for about 90 days, but that contract only covers water and sewer lines on North Road Street and part of Pearl Street. The project will continue to follow the timeline, which we shared during the public meeting.
6. Next Tuesday, we have a scheduled construction bid opening for Contract 1 related to the Elizabeth Street Reconstruction Project. Because of the restrictions on the CDBG funding for this project, Contract 1 has been reduced in scope to include only the sewer pump station on Pearl Street and intersection improvements at Burgess and Water Streets. The balance of Contract 1 will be let as soon as the environmental reports have cleared. This will be released as Contract 3.

7. The request for construction bids on the raw water tank at the Water Treatment Plant were re-advertised this week and will be opened again on March 21. Other projects that will be advertised for construction bids shortly include the raw water transmission line from the well field to the Water Treatment Plant, replacement of the finishing filters at the Water Treatment Plant, the Route 17 South sidewalk project and the Greenway Trails Project along Halstead Boulevard.
8. On Wednesday, February 16, Robin Moore and Shweta Nanekar from North Carolina State University's School of Design came to Elizabeth City to look at the proposed site for the Eco Park. Bobbi White and Jeff Simpson with the Parks and Recreation Department, Norman Watts with the NC Wildlife Commission, and Councilman Tony Stimatz met them at the site and walked through the property looking at the lay of the land, ponds, native wildlife, as well as native plants. Afterward, several possible stakeholders in the proposed park met at the Knobbs Creek Recreation Center to discuss our vision of the park and what we would like to see in the park such as, a building for small meetings and classes, restroom facilities, concessions and canoe/kayak/fishing pole rentals, as well as hiking paths, mountain bike paths, fishing piers, canoe launches, and the like. Mr. Moore and Mrs. Nanekar were hired by the City in April 2010 through a \$25,000 NCDENR Grant to develop the site plans. The plans should be ready before the end of the grant cycle on March 31, 2010.
9. There will be a Finance Committee meeting at 10 a.m. on March 7, 2011 in City Council Chambers. Staff will be providing follow-up information requested during the February 7, 2011 meeting. That information includes review of the police department vehicle take-home policy and number of vehicles being taken home, a review of all budget amendments, a review of the City's existing long term debt and a credit for ECSU's conversion of our generator to PURPA-qualified by the university. Other items that will be discussed include a new phone system for City Hall and several miscellaneous items.
10. The Elizabeth City/Pasquotank County Recreation Advisory Board will meet on Thursday, March 10, 2011 at 5 p.m. at the Senior Center. Dr. Linwood Williams and Mr. Mark Small from the Elizabeth City/Pasquotank County School Board will meet with the board to discuss opening school facilities to the community for recreational purposes. Also, the City Manager will speak about constructing a splash/spray park in the community. A splash/spray park will attract kids from toddler to 14 years old, as well as young families.
11. Upcoming Events Reminder:
 - ECSU Founders Day recognition, Monday, March 7 at 3 p.m. at Mariners' Wharf Park
 - Historic Preservation Commission meeting, Thursday, March 10 at 5:30 p.m. in Council Chambers

RCO/vdw