



# MEMORANDUM

---

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

1. The City has received a site plan from Performance Engineering for the Job Training Center to be located at the corner of Shepard Street and South Road Street. The building will be 75' by 75' for a total of 5,625 square feet. There will be 16 parking spaces and one handicapped space. The building has a 17' side yard setback and will require that the City seek a variance from the 30' setback requirement in the O & I Zoning District. The variance will be heard at the Board of Zoning Adjustments meeting on April 18, 2006. The entrance to the parking lot will be off Shepard Street. The address of the building will be South Road Street.
2. The Elizabeth City Police Department has received a preliminary summary of the 2005 index crime data from the State Bureau of Investigation (SBI). Overall, crime was down by -0.2% in 2005 as compared to 2004. Violent crime was down, with the exception of aggravated assaults, which witnessed an increase of 18%. Murder was down by 33%; rape was down by 38%; and robberies remained the same, as we had 39 in both 2004 and 2005. Property crimes witnessed an increase in burglaries by .003%, while larcenies were down by 33% and motor vehicle thefts saw a 17% increase. Drug arrests saw a 15% increase in 2005 as compared to 2004. The following chart provides the actual index offenses as reported:

2005/2004  
Actual Index Offenses Reported  
State Bureau of Investigation (SBI)

<p><b><i>Murder</i></b> 2004 - 3 2005 - 2 (decrease by -33%)</p>	<p><b><i>Rape</i></b> 2004 - 8 2005 - 5 (decrease by -28%)</p>	<p><b><i>Robbery</i></b> 2004 - 39 2005 - 39 (No Change)</p>
<p><b><i>Aggravated Assault</i></b> 2004 - 84 2005 - 99 (increase by 18%)</p>	<p><b><i>Burglary</i></b> 2004 - 279 2005 - 280 (increase by 0.003%)</p>	<p><b><i>Larceny</i></b> 2004 - 780 2005 - 754 (decrease by -33%)</p>
	<p><b><i>Motor Vehicle Theft</i></b> 2004 - 64 2005 - 75 (increase by 17%)</p>	

3. Design work has begun on the Hughes Boulevard force main interceptor. A Clean Water Management Trust Fund grant in the amount of \$2 million was received to help fund the project. The engineering firm, Hobbs, Upchurch and Associates, will be providing the surveying and design work. The design is anticipated to take approximately nine to twelve months due to the large amount of development along Hughes Boulevard. The project extends from Halstead Boulevard to Knobbs Creek Drive and consists of a 16" pipeline.
4. The sewer line replacement and the street milling work have been completed on Church Street. Barnhill Contractors will pave the street next week, weather permitting. This street overlay will complete the sewer line replacement project on Church Street.
5. A meeting will be held on Tuesday, March 21 with NC Department of Transportation officials and City staff to discuss upcoming projects. DOT's District Traffic Engineer will be present to discuss the Walgreens project, repaving of Southern Avenue and Roanoke Avenue, traffic calming issues and signage issues. Board of Transportation Commissioner, Stan White, will also be in attendance.
6. On Tuesday, March 21 at 8 a.m. and on Wednesday, March 22 at 5:45 p.m. informational meetings will be held in the third floor conference room of the Midgett Building for downtown residents, merchants and property owners to discuss the use of trash compactors as a means to address downtown garbage collection issues. Members of the City Council are invited to attend.

7. Work on the implementation of the Fats, Oils and Grease Program ("FOG") is expected to be complete by late summer. Various public education meetings have been conducted to inform residents of the program. A meeting will be conducted on Thursday, April 13 with the Restaurant and Hospitality Association to discuss installation of grease traps and interceptors at all food-handling facilities. This program is expected to provide a big improvement in the prevention of sanitary sewer blockages and overflows.
8. Sewer main repairs along Southern Avenue are nearing completion. The sewer main along the north end of Southern Avenue and Shepard Street and Walston Street has been replaced. Sewer mains along the southern end of Southern Avenue, Highland and Arbutus were relined with a new PVC liner. At this time, the contractor is replacing the services to each residence. Work along Southern Avenue is expected to last two to three more weeks.
9. The Parks and Recreation Department competed in the Eastern Athletic Conference tournament held last weekend in Edenton. Ten teams from our various youth leagues competed in the March Madness Basketball tournaments for the various age divisions. Three of our teams were crowned champions for winning their respective division. All teams played well and represented Elizabeth City with hard play and good sportsmanship. The 75-team tournament will return to Elizabeth City in the year 2008.
10. Due to the renovations being made to the Customer Service Department and the Finance Department, the Budget Work Session scheduled for Monday, March 20, 2006 will be held in the third floor conference room of the A. P. Midgett building beginning at 5:30 p.m. We anticipate that the customer service representatives will have to work in the Council Chambers for approximately ten days while the renovation is taking place. We look forward to having a more "customer-friendly" customer service work area, which will provide more privacy for customers applying for service and discussing their account information.

RCO/vdw