



TO: Mayor and City Councilors
FROM: Rich Olson, City Manager
REF: FYI ~ Week Ending April 8, 2011
COPY: Email Distribution

1. The City received notice today that the North Carolina Secretary of Transportation has approved our amended grant agreement for the third and final phase of the Aviation Park. All totaled, the City received \$1.5 million over a three year period. Since the City did not receive a lump sum payment, we did have to issue debt to allow bridge financing to complete the work. We anticipate the check will be received in two to three weeks. Once the check is received, we will be transferring \$124,010.76 from the Construction Reserve Account to reimburse the General Fund for the cost of borrowing the money.
2. Work has begun on the renovation of the airport terminal building. A temporary building has been set up just south of the existing building to handle flight operations during the renovations. City electrical crews have completed setting a temporary power pole, while water and sewer crews are helping to tie the temporary building into existing service lines. Actual demolition work on the existing terminal associated with the remodeling should begin in a couple weeks. The Airport Authority also has received a \$250,000 grant to do parking lot renovation work and to elevate the culverts from Consolidated Road to the parking lot. If necessary, the City will lower the water level of the ditch parallel to Consolidated Road so a culvert assessment can be done. Both projects will greatly enhance the City-owned facilities at the airport.
3. The Charles Creek Bridge project is very near the point of substantial completion when it can be opened for traffic again. We currently anticipate opening the bridge in early May. This past week, the contractor was finishing the concrete guard rails on the bridge. We expect the piers that support the bridge lighting between the sections of bridge rail will be completed next week. We also expect that next week the road surface approaches to the bridge will be constructed. The new road surface will

extend easterly to the entrance to the Charles Creek Park playground to tie into the Riverside Avenue overlay project that was started in 2009.

4. Staff was contacted this week by NCDOT's local district office regarding a proposed Knobbs Creek drainage improvement project at Main Street Extended. The preliminary plan is to replace the existing culvert under Main Street Extended and to install a second culvert about 250 feet southeast of the existing culvert. NCDOT has asked the City to lower the raw water transmission lines at their expense in the area of their project both to allow for the construction of the new culverts and to eliminate the obstruction to flow in Knobbs Creek caused by the waterline. We are currently reviewing details of the project so that the water main relocation required for the NCDOT drainage project will be compatible with the City project, which is funded by a Rural Center grant to replace one of the raw water transmission lines from the well field to the water treatment plant.
5. This past week, the utility relocation work of the power lines for the proposed reconstruction of Elizabeth Street (NCDOT TIP U-4438) started. Directional boring crews started the directional drilling for the river crossing. The river crossing bore started at the end of Burgess Street west of the Pasquotank River. A second directional boring crew started some of the work on the south side of Elizabeth Street. Overhead crews were working on the east side of the bridge this week. We anticipate that the relocation of overhead power on Pearl Street will start next week.
6. The City received notification this week that the Arbor Day Foundation has again recognized Elizabeth City as a Tree City USA community. This is the second year that the City has earned this national designation. The Tree City USA program is sponsored by the Arbor Day Foundation in cooperation with the National Association of State Foresters and the USDA Forest Service. I would like to thank the Urban Forestry Commission and staff liaison, Jeff Simpson, for their work on the application.
7. This week, I met with representatives of the Elizabeth City Housing Authority to discuss their Payment in Lieu of Taxes (PILOT) and to review their five-year and annual PHA Plan. I discussed with them the possibility of the Council waiving their PILOT payment for next fiscal year. I informed them that I did not include the waiver in my proposed budget, as the City has done in the past. Pasquotank County has already notified them that they will not waive the PILOT next year. When the discussion of waiving the PILOT began about five years ago, the premise was that the City would do it only if the County matched the waiver. It is my

understanding that the Housing Authority will be submitting a waiver request to the Council during the budget process.

8. Planning staff has approved zoning and sign permits for the Vikki Villa Restaurant establishment. The proprietor, Savvas Rallis, will be relocating his restaurant operation from the North Road Street location to 846 Halstead Boulevard, formerly the Five Oceans Seafood restaurant location, adjacent to the Microtel Inn & Suites. The zoning permit authorizes an eating establishment featuring breakfast, lunch and dinner service. Their former location will be torn down shortly to allow for the construction of the new East Carolina University Dental Clinic.
9. Two site plan requests have been filed with the Department of Planning & Community Development for consideration by the Technical Review Committee. Development Engineering, Inc. has filed an application for Goodwill Community Foundation, Inc. for property located at 502 W. Ehringhaus Street to construct an 11,962 square foot retail store. Initially, the property owner filed application to reuse and rehabilitate the former S&R Grocery structure; however, the structural integrity has necessitated a change from the previously approved plans. The second application was filed by Hyman & Robey for Toyota of Elizabeth City for property located at 1002 Halstead Boulevard to construct an 11,800-square foot addition to the existing building. The Technical Review Committee will review the petitions at their April 26, 2011 regular meeting.

10. Upcoming Event Reminders:

- Personnel Committee meeting, Monday, April 11 at 10 a.m. in Council Chambers
- City Council Budget Work Session, Monday, April 11 at 5:30 p.m. in Council Chambers
- City Council Regular Session, Monday, April 11 at 7:00 p.m. in Council Chambers
- Redistricting Advisory Committee meeting on Tuesday, April 12 at 5:00 p.m. in Council Chambers
- Historic Preservation Commission meeting on Thursday, April 14 at 4:30 p.m. in Council Chambers. The agenda for this meeting is available in the Planning Department section of the City's website (www.cityofec.com)

RCO/vdw