



MEMORANDUM

TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

DATE: April 28, 2006

REF: FYI

PC: Departmental Directors, etal

1. Eric Weatherly and I met with representatives of the North Carolina Department of Transportation (DOT) and Hazen and Sawyer on Thursday, April 27 concerning the status of the replacement project for the Riverside Avenue Bridge over Charles Creek. The City entered into a Municipal Agreement with DOT in 1998 and subsequently entered into a contract with Hazen and Sawyer to draft the planning documents and do the design work. In 1998, the estimated cost of the project was \$850,000. Due to the delay and the State's ruling that the bridge was a historical structure, the cost now has been estimated to be \$1,800,000. The final planning document should be completed within the next two weeks. The City's contract with Hazen and Sawyer will need to be amended to include design, contract administration and inspection. To date, we have spent \$22,100 on the planning and environmental reports of which 80% will be reimbursed by the State. It appears that a small piece of property will need to be acquired on the northeast side of the bridge to accommodate the new design. Since the bridge will be out of service for roughly one year, the State has approved the detour route of Southern Avenue, Park Street to Wareham Street to Riverside Avenue. Staff will be discussing with DOT whether or not the City will continue to use Hazen and Sawyer or secure the services of a new DOT pre-approved bridge design engineering firm.
2. I informed the City Council last week that Integra, the company looking at purchasing Elizabeth City Gardens, had a setback when the bond firm, Charter/Mac, backed out. Integra had planned to do a direct placement

with Charter/Mac. Integra will now be working with AGM Financial of Baltimore, MD. A new timeline has now been established. Integra will be using the HUD D-4 loan process. The Local Government Commission (LGC) will still need to approve the loan. The bonds will be AAA rated. Integra will submit applications for the HUD D-4 loan by July 1, 2006. Approval by HUD should occur by September 1, 2006. The City Council will need to adopt a new "Findings Resolution" at its May 8, 2006 meeting. An "Approving Resolution" will need to be acted on in August. The LGC will consider this matter at its September meeting. Closing on the property should occur by October 1, 2006 and remodeling would begin shortly thereafter.

3. The Project LifeSaver Advisory Board met on April 26 and voted to name our local project the "Albemarle Area Project Lifesaver International". Captain Frank Koch was nominated and appointed as the project administrator and Deputy Travis Jackson was nominated and appointed as the co-administrator for the six-county region that includes Currituck, Camden, Gates, Pasquotank, Perquimans and Chowan counties. Each of the six counties' Sheriffs and Police Chiefs will sit on the operations board with Captain Koch and Deputy Jackson. It is projected that this program will be up and running operationally within the next sixty to ninety days.
4. Advertisements for bids were placed this week for contractors interested in performing two upcoming projects for the City: 1) Phase III of the Downtown Streetscape Improvement Project; and 2) the water main extension for the Halstead Boulevard Connector. Sealed bids will be received for both projects until Tuesday, May 16, 2006. The bid opening for the water main extension will be held on May 16 at 3:00 PM followed by the Streetscape project bid opening at 3:30 PM.
5. The City's Street Division is kicking off a campaign to encourage participation in the "Adopt-A-Street" program. This program is aimed at having schools, non-profit organizations, clubs, businesses and individuals take pride in making Elizabeth City better and more beautiful. To adopt a street, the group or business agrees to pick up litter for two years by performing at least four cleanups each year. The Public Works Department will provide grapplers, trash bags and vests for volunteer safety. If an organization is interested in adopting a street, applications can be picked up from the Public Works facility on Pritchard Street.
6. The Elizabeth City Police Department accepted delivery this week of a 2006 Ford Expedition to be used as a K-9 vehicle and a 2006 Chevrolet Van to be used as a crime scene processing vehicle. These vehicles were approved by City Council in the Department's fiscal year 05/06 budget.

7. Council is reminded of the grand opening and ribbon cutting ceremony for the Museum of the Albemarle, which will be held Monday, May 1 from 5 to 7 PM. State and regional dignitaries are expected to participate in the celebration and reception.
8. The Elizabeth City Area Chamber of Commerce will host a ribbon cutting ceremony on Thursday, May 4 at 10 AM for Kandi's Kreations, 106 N. Road Street.
9. Also, on Thursday, May 4, National Day of Prayer observances will be held as follows: Prayer Breakfast at the Wings of Faith Chapel at the USCG base at 6:30 AM; Noon in Courtroom A of the Pasquotank County Courthouse; and the youth-led prayer rally at 7 PM in the gymnasium of Roanoke Bible College.

RCO/vdw