



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending May 5, 2006

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1. Annually, the Peaking Power Purchasing Agreement we have with ElectriCities provides for what is referred to as a "true-up" calculation for "avoided costs rates". The true up calculations are based on actual data provided by Progress Energy to the Power Agency in reconciliation of estimated and actual annual power coordination agreement charges. We received notice this week for the City's 2005 "true-up" which revealed a credit of \$23,357.76. This credit will be reflected on the City's May 10, 2006 purchased power statement.
2. The City's franchise agreement with Waste Industries for commercial solid waste pick-up expires on June 30, 2006. The franchise agreement is a non-exclusive agreement and is very similar to the one the City has with Waste Management, which expires in October 2006. Approximately sixteen months ago, I approached both solid waste haulers about including a 5% franchise fee payable to the City in each franchise agreement. Due to lack of interest by both companies, it was decided that we would wait until the renewal of both agreements to include such language. Staff has incorporated the franchise fee language into the Waste Industries renewal. The franchise fee will become effective in October 2006, when the franchise agreement with Waste Management is up for renewal negotiation. This will insure that one hauler does not have a competitive rate structure over another. It is estimated that the franchise fee will generate approximately \$60,000 annually. Approval of the new franchise agreement with Waste Industries will be placed the Council's June meeting calendar.
3. Construction for a sewer line replacement will begin on Roanoke Avenue during the week of May 8 and will last for approximately two months. Construction will start on Roanoke Avenue at Brooks Avenue and end in front of P. W. Moore Elementary School. This portion of the project will

take approximately three to four weeks. Traffic will be allowed to proceed north along Roanoke Avenue toward Road Street during construction but traffic traveling south will be detoured onto Brooks Avenue to Walker Avenue or Perry Street and then onto Peartree Road. This work should be finished by the end of May. Construction will begin the first week of June from Brooks Avenue and end at Road Street. Construction from Brooks Avenue to Road Street is expected to take four to five weeks. This portion of Roanoke Avenue will be shut down during this phase of construction and detoured around Brooks Avenue and Speed Street or Perry Street and Peartree Road. Traffic concerns can be directed to the Public Works Department by calling 337-6628.

4. The City's architect for the Hugh Cale Revitalization Strategies Grant Resource/Training Center building project, Edmond P. Virgili, RA, will release the Bid Documents on May 12, 2006 for a proposed bid opening date of June 6, 2006. In a related matter, there will be a mandatory pre-application conference held on Tuesday, May 9, 2006 at 10 a.m. in the 3rd floor conference room of the A. P. Midgett Building for all agencies who intend to submit a proposal to manage and coordinate the activities for the resource/training center.
5. City Staff has been working on a "Rules and Procedures" manual for the elected officials of the City. The manual covers the basic and general provisions for more professional meetings. Such things as agendas, closed session procedures, parliamentary procedures, voting, public hearings and public comments are just a few of the topics to be included. A copy of the manual will be placed on the dais before your meeting on Monday, May 5. If time permits, we will discuss it during the Work Session on the May 22.
6. The annual Employee Health and Fitness Day will be celebrated on Wednesday, May 17. That day during their lunch hour, employees will participate in various exercises such as walking, basketball, horseshoes and Par 3 golf. Afterwards, each participant will receive a healthy, bag lunch courtesy of the City's Wellness Committee. The funding used to sponsor this event was received from a wellness grant offered by the North Carolina League of Municipalities. If any Councilor would like to participate, please respond directly to the Human Resources Department (337-6677) no later than Wednesday, May 10
7. As time draws near for the Potato Festival, which will be held on Saturday, May 20, you are reminded to RSVP to Russ Haddad, Tourism Director by calling 335-5330 no later than Friday, May 12 if you plan to sail into the harbor on the *Elizabeth II* as she arrives in Elizabeth City for the festival.

Arrangements must be made for the vessels needed for the passenger rendezvous at the mouth of the river. The arrival day is scheduled for Wednesday, May 17 and the boarding time for passengers is 2:30 p.m. (contingent upon the weather, of course!)

8. The Elizabeth City Area Chamber of Commerce is hosting a ribbon cutting ceremony for Deb's Hallmark, located in Southgate Mall, on Tuesday, May 9 at 9 a.m. Please respond directly to the Chamber by calling 335-4365 if you plan to attend.

RCO/vdw