



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending May 20, 2011

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1. Today, I had the honor and pleasure of attending the Change of Command Ceremony at the United States Coast Guard Base. During the ceremony, Captain Carol Bennett was relieved by Captain Don Culkin, Jr. Captain Bennett officially retired from a distinguished career with the Coast Guard after the Change of Command ceremony. The City was well represented at the ceremony by Mayor Pro Tem Hummer, Councilwomen Baker, Hill-Lawrence and Meggs and Councilman Stimatz. Over the last two years, I have worked closely with Captain Bennett on many issues; and she has been very active in the Elizabeth City community. I look forward to working with Captain Culkin and will be meeting with him in the near future. If you ever get an opportunity to attend a Change of Command ceremony, I would strongly encourage you to do so. It makes you proud to live in a community where the Coast Guard is involved.
2. This past Monday as planned, Water Street from Elizabeth Street to Colonial Avenue was closed to traffic. Tuesday morning, we had a preconstruction meeting with the engineers, the contractor and NCDOT. NCDOT emphasized three concerns: (1) proper markings and signage for traffic control; (2) the need for proper compaction and testing in the utility trenches; and (3) the need for vibration monitoring adjacent to the active construction work. During this first week of construction, the maximum vibration was monitored at less than half the allowed specification. Actual construction started on Tuesday, with the placement of two temporary manholes in Water Street to facilitate the connection of the new gravity sewer line from Colonial Avenue. Next week, the construction of the temporary manholes will be completed and the contractor will be removing the pavement and existing brick pavers from the intersection of Colonial Avenue and Poindexter Street, as well as the alley between Thumpers and Logan Rayes. To accommodate the continuation in the first phase of work on this project, Poindexter Street including the

intersection of Colonial Avenue will be closed to thru traffic from Elizabeth Street to Main Street. Local traffic will be allowed on Poindexter Street from Elizabeth Street to Colonial Avenue. Local traffic on the southerly section of Poindexter Street will be allowed entrance from Main Street (opposite the normal one-way restriction). Only local traffic will be allowed on Colonial Avenue from McMorrine Street to Poindexter Street. In all cases, local traffic on Poindexter (north and south) and Colonial, east of McMorrine, will have to turn around or back down the street to get out. We expect that the road closure of Water Street from Elizabeth Street to Colonial Avenue, Poindexter Street from Main Street to Elizabeth Street, and the closure of the easterly end of Colonial Avenue will be in effect for the next six weeks. No additional road closures are planned until this area is reopened to traffic. There will be signs and message boards placed to give drivers reasonable advance notice of the road closures. Weekly in my FYI, I will post an update on the progress of this utility relocation project. We thank everyone in advance for their patience and cooperation as we move forward with this major infrastructure project that will not only upgrade the underground utilities, but will give downtown Elizabeth City new streets and sidewalks in the project area.

3. The City has received a Zoning Consistency Determination request from UFP Atlantic Division, LLC located at 141 Knobbs Creek Drive. UFP is requesting to install a lumber drying kiln at their facility here and must receive an air quality control permit from NCDENR. The kiln will be 12 feet wide, 42 feet long and 12.5 feet high. The kiln is used to dry green lumber in order to bring the moisture content down so that it is acceptable to be used for building materials. Depending on the species of wood, the kiln cycle lasts from 10 to 24 hours. Any emissions from the kiln must meet Air Quality Standards. This site is zoned Heavy Industrial I-2 and the use is permitted by right.
4. On Tuesday, May 17, 2011, NCDOT opened bids for TIP U4438, which is the Camden Bridge/Elizabeth Street improvement project. The engineering estimate was \$59,005,892.65. There were nine bidders in total for the project, with the low bidder being Archer Western Contractors, Ltd. from Morrisville, NC. The apparent low bid was \$57,137,126.15, which is 3.2% below the engineering estimate. To my knowledge, we have not worked with Archer Western in the past. It is my understanding that NCDOT is reviewing all bids and will be making a recommendation to the Board of Transportation at their June meeting.
5. I am pleased to report that two of our police officers have completed their course of study at Elizabeth City University and have received Bachelor's Degrees in Criminal Justice. Police Officer III Darrell Valentine graduated

magna cum laude and Police Officer III Clifford Long graduated cum laude. I am very proud of these officers and I congratulate their hard work and dedication in completing their degrees while working full time.

6. After months of hard work by Rebecca Cross, Tim and Cindy Williams and a host of volunteers, the day for the 2011 Potato Festival has finally arrived. Weather for tomorrow's event is forecasted to be a perfect "sunny, 80 degrees!" The festival begins at 10 a.m. and will conclude at 11 p.m. after the street dance. Festival goers are reminded that no pets will be allowed in the festival area. Traffic patterns downtown will be severely altered to accommodate the festival. The City Council's Potato Peeling Team will peel at 10:10 a.m., so come on out and support us. We will try to win the event! I would like to thank everyone for their work and commitment in bringing about the City's largest festival.
7. Plans for the City's Memorial Day Observance are well under way. The ceremony will be held at Mariners' Wharf Park on Monday, May 30 at 9 a.m. The proposed agenda includes remarks by Chief Crudup with a wreath laying by the police department; remarks by Chief Mackey with a wreath laying by the fire department; and remarks by Mayor McLean with a wreath laying by the City Council. The playing of taps will conclude the ceremony. The public is cordially invited to attend. Observances planned by other organizations include New Hollywood Cemetery at 11 a.m. and West Lawn Cemetery at 1 p.m.
8. Upcoming Event Reminders:
 - Council Finance Committee meeting, Monday, May 23 at 10 a.m. in Council Chambers
 - Council Work Session, Monday, May 23 at 5:30 p.m. in Council Chambers
 - Council Regular Session, Monday, May 23 at 7 p.m. in Council Chambers
 - The Elizabeth City Area Chamber of Commerce is sponsoring a Business After Hours on Thursday, May 26 from 5 – 7 p.m. at The Pines. If you plan to attend, please RSVP by Tuesday, May 24 by calling 335-4365.

RCO/vdw