



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending July 1, 2011

COPY: Email Distribution

1. The contractors are making good progress on the downtown utility relocation project despite the fact that they are working in a graveyard of surprise underground utilities. To date, most of the large diameter utility lines have been constructed except for the 10 inch water main on Colonial Avenue. The road surface has been removed on Poindexter Street south of Colonial Avenue; and the alley between Thumpers and Logan Raye's has been cleared and is ready for the construction of the sewer main next week. Also next week, the contractor plans to complete the small diameter sewer lines and services in Colonial Avenue and they will begin the removal of sidewalks on the north side of Colonial Avenue. Today, the contractors are planning to clean up the construction site for the holiday weekend. They do not plan to work on Saturday, Sunday or Monday, July 4th. However, they have notified us of plans to work every Saturday, weather permitting, between now and September. The target date for substantial completion and to reopen the project site between Poindexter and Water Streets is mid-August. There are three other phases south of Elizabeth Street as the contractors move westerly along Colonial Avenue. The good news is the most difficult part of the work will be behind us as we move westerly into other phases of the work. Again, we thank everyone in advance for their patience and cooperation.
2. We have received inquiries from downtown businesses who have stated that they are being adversely affected by the Elizabeth Street Construction Project. In order to keep the public informed that the downtown businesses are still open, and to encourage continued business for them, we have been proactively assisting in the following ways: Two light board signs have been placed in the downtown area, one along Elizabeth Street and one along Ehringhaus Street to show "Detour To Downtown" routes to take; a sign has been put up indicating that the City public parking lot on Poindexter Street is still open; a slide is on Channel 11 encouraging people to "continue to shop, dine and experience downtown"; DBPA has included this same promotion to "experience downtown" in the Daily Advance and in their e-newsletter; and Facebook posts and emails are going out from ECDI with information about downtown activities. ECDI continues to schedule a variety of special events and activities in an effort to increase traffic downtown. Some businesses have stated that their business has

actually increased; but the vast majority has experienced a slight decline. It is hard to determine if the decline is construction-related or related to the slowdown in the economy, or both. City staff will continue to work with downtown merchants to minimize the impact of the project in any way that we can.

3. As of today, most of the sludge and brick debris left by the collapsed baffle wall in the raw water reservoir at the Water Treatment Plant has been removed. During the next week, the construction crews will be pressure washing the inside walls of the reservoir and pumping the last of the water and sludge off the floors. We anticipate that there will be a structural inspection of the tank during the week of July 18th. Assuming all goes well, the contractor will start to line the inside of the reservoir before the end of July in anticipation of putting the reservoir back on line in early September.
4. Work is coming along at the South Park Sports Complex. The ball fields have been sodded; but we are still waiting for the sod to be placed along the areas between the fence and the sidewalks. Once the installation of the sod has been completed, the fencing will be installed. The control link for the lighting was registered with Musco Lighting on Thursday. We have had some trees and a few bushes to die due to the lack of water before the irrigation system was installed. These will be replaced when conditions are more favorable for planting. We have had a few issues with the electrical system in the concession stand and restrooms this week; however, these issues will be resolved by the end of next week and the building will be complete. The first tournament is scheduled for August 20th and the ribbon cutting for the complex will be held during the evening on August 18th.
5. Please join us on Monday, July 4th along the waterfront in downtown Elizabeth City for our annual 4th of July Celebration. This is a family-focused event. We will have the band Connected at Mariners' Wharf and DJ TAZ at Waterfront Park from 6 to 9 p.m. There will also be an appearance by Miss North Carolina Teen USA. Activities will include: inflatables for kids, horseshoes, corn hole, bocce ball, sack races, face painting, watermelon eating contests, and the newest craze - Bucket Ball! There will also be food vendors selling water ice, drinks, water, and all sorts of food, such as chicken, ice cream, cotton candy, candy apples and even gatortails! The fireworks will begin at approximately 9:15 p.m. Along with the Parks and Recreation Department, I would like to thank Dr. Dan Terryberry and Bernie Blystone and their dedicated volunteers who will launch the fireworks, Lloyd Griffin for the barge, the Elizabeth City Fire, Police, and Public Works Departments, and the Pasquotank County EMS. We also want to thank the many businesses, organizations and citizens who have donated money toward this event. As of today, we have donations in the amount of \$18,775.00. We will continue to accept donations toward our goal of \$30,000.
6. The annual physical inventory was conducted this week at the City's warehouse. The results of this count were outstanding with only a one percent adjustment. This can be attributed to a well organized and controlled warehouse. The

auditors were present to perform some fieldwork. Much appreciation is extended to Scott Schwartz, Water and Sewer Department, Joe Bentley, Electric Department, and Peggy Cross, Finance Department, for assisting with the count. A huge thank you is extended to warehouse staff, R.J. Lassiter, Olivia Jordan, and Brandon Knowles for a job well done.

7. Planning staff and I met with Mark Eatman with NCDOT Transportation Planning on Thursday to discuss the update of the comprehensive transportation plan (CTP) for Pasquotank County and Elizabeth City. A CTP is a non-fiscally constrained long-range transportation plan that aims to identify and plan for future transportation needs. This plan is multi-modal and will recommend transportation projects for highways, public transportation and rail, bicyclists and pedestrians in this area. Over the next few months, NCDOT will be creating a steering committee with locals to work on this plan. The overall CTP process will take one and a half to two years to complete.
8. Today, City staff completed the revisions requested by the Council for the City's Community Support Grant application. Requests for applications will be mailed on Tuesday to the fourteen agencies and organizations who had requested funding from the City for the new fiscal year, which began today. Those seeking funding from the City must return a completed application by 5:00 p.m. on July 27, 2011. The City will be running an advertisement in Sunday's Daily Advance soliciting additional proposals. The advertisement is also on the City's website and a slide is running on Channel 11.
9. A.R. Chesson Construction Company obtained a building permit this week to construct a 5,000 square foot, single story building for Eastern Dermatology and Pathology. This office will be built on a one acre lot at 800 N. McPherson Crossing, which is situated adjacent to West City Drive and to the west of the retention ponds that abut Church Street Extended. One vacant lot remains between this facility and the Halstead Boulevard connector road. Also this week, Three Amigos Restaurant paid the impact fee for their proposed new restaurant building at 1720 City Center Boulevard. The Inspections Departments hopes to issue the building permit in the next few days.
10. Several queries about the cancellation policy for the Mariners' Wharf Film Festival have been received. According to the organizers, 7:45 p.m. is the approximate time when it is determined if the show is a go. If it's not raining at that time and storms are moving out rather than approaching downtown, they proceed with the film. This is the situation that occurred this past Tuesday evening; and because the ground was dry due to the lack of rain we've had, the park grass was barely wet after the rainstorm. With that said, don't miss THE LADY EVE, a comedy starring Barbara Stanwyck and Henry Fonda this coming Tuesday evening, July 5th!
11. The Water Treatment Plant staff has prepared and mailed the City's 2010 Water Quality Report to all water customers. The report has also been placed on the City's website. As is reported in this detailed information, the City's water supply

meets or exceeds all federal and state requirements for community drinking water. I would like to thank Ava Goodwin and the Water Treatment Department staff for their work on the report.

12. The City has received notice that the North Carolina Housing Finance Agency has funded the Herrington Village Rehabilitation Project. The project covers the rehab of all 100 units in the complex. The NCHFA will issue \$928,595 in Federal Housing Credits for the project. The applicant is Davis Douglas. Staff was unable to reach Mr. Douglas to determine when the project will begin.
13. The City received notice yesterday from the North Carolina Housing Finance Agency that our 2011 Urgent Repairs Program grant application, which was submitted in February, was not funded. The City's application was for \$75,000 to make repairs up to \$5,000 each on 15 single family homes. The state funded 27 projects this year. The NCHFA indicated that our grant application was one of the strongest they received on application capacity; however, due to the absence of local matching dollars, the grant was not recommended for funding. The City pledged \$2,000 in local funds and staff time as an in-kind contribution.
14. Most City offices will be closed on Monday, July 4 in observance of the Independence Day holiday. Due to the holiday, Monday's garbage and recycling route will be collected on Tuesday, July 5. I would like to wish everyone a happy and safe 4th of July holiday weekend!

RCO/vdw