



TO: Mayor and City Councilors
FROM: Rich Olson, City Manager
REF: FYI ~ Week Ending July 8, 2011
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1. City staff continues to have difficulties with CIA (formerly DCA) regarding allowing the City to advertise for bids on the proposed improvements to North Road Street and Pearl Street. Under HUD rules, the City may advertise for bids on the project once all environmental reviews have been completed. However, no award can take place until the City receives the Notice of Release of Funds. The timeline developed by staff shows that we could advertise around July 22, 2011. Staff estimates that the Release of Funds letter should arrive around August 22, 2011, at which time we could open the bids and the Council could make the award. Under the rules imposed by CIA, the City cannot even advertise the project until August 22, 2011 when the Release of Funds letter should be received. Allowing thirty days for advertisement, review of bids and award, actual construction will not begin until after October 1, 2011. The City's agreement with NCDOT states that the work on Pearl Street must be completed by the end of the year. The contractor will need at least four to six months to complete this segment of the project. I will be appealing the determination made by CIA. My concern is that the appeal process may take longer than just capitulation to CIA.
2. Today, I met with Mohammad Sayemuzzaman, the Environmental Defense Fund Fellow who is working for the City this summer. I had requested that Mohammad look at the City's energy consumption at the Waste Water Treatment Plant. He has determined that 85% - 95% of the total electricity usage at the plant is consumed by the pumps and motors. He has identified that there are two giant motors and six pumps that run 24/7, which consume 60% to 70% of the total energy used. In the blower room, two 150 hp motors are running 24/7 and consume approximately 35% of the total electricity. To achieve savings, Mohammad is exploring the possibility of rearranging the use of the blower motors by manual start or the application of automatic devices. More detailed work needs to be done in this area, but the City's potential savings could be \$80,000 per year.

3. This week, the contractors continued making good progress on the Elizabeth Street utility relocation project. Most of the underground water and sewer utilities are substantially complete in Phase I of Contract 2. The next major activity is to put in the storm water pipes to control drainage and runoff in the area, followed by curb, gutter sidewalk and a binder surface on the roads. 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.
4. On Wednesday, July 6, the City Attorney received notice from the US Department of Justice, that the City's 2011 redistricting plan has been approved. The letter from the DOJ states "the Attorney General does not interpose any objections to the specified changes." With the approval from the DOJ, candidate filing for the City's election may move forward. I have notified Linda Page, Supervisor of Elections, of the approval. City staff will provide her office with the changes to the wards and she will geo-code these individuals who now reside in a different ward. Filing for City Council seats will begin July 29 at noon and will conclude August 12 at noon. In order to file as a candidate seeking the office of Councilor, individuals must reside in the ward for the office filed for and be a registered voter. Individuals seeking the office of Mayor must reside in the City's corporate limits and be a registered voter. I would like to thank June Brooks, Amy Durden and Bill Morgan for providing the DOJ with supplemental information requested during the review process. In addition, the hard work done by the Redistricting Committee that laid the foundation for the new redistricting plan is greatly appreciated. The new ward map has been placed on the City's website for convenient viewing.
5. South Park is well on its way to completion! All the sprigging and sodding has been completed. There are a few areas that need to be touched up and that will be done on Monday when Macon Turf returns to roll the entire facility. The rolling is done to flatten any areas that may buckle and to flatten the playing surface. The fence is being installed today. The concessions/restroom building is complete and the scoreboards have been wired. We are in the process of putting the bleachers together and doing some weeding in the flowerbeds and around the ponds. The grass is growing and we are continuing to water, water, water!
6. As of today, the raw water reservoir at the Water Treatment Plant is about ready for a structural inspection, which is a week earlier than

anticipated last week. Still assuming all will go 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.

7. A.R. Chesson Construction obtained a permit this week to construct a new building for 3 Amigos at 1720 City Center Boulevard beside the IHOP. The new restaurant will be a single story 5,000 square foot building with seating for 240 people, including exterior courtyard seating. Once completed, they will be relocating the existing restaurant from their present site on Hughes Boulevard.
8. The Code Enforcement Bureau, under the leadership of Chief Charles Crudup, is continuing its efforts to address code violations throughout the City. Code violations occurring in the City limits can be lodged and tracked using the Comcate software on the City's website. From January 1 thru June 30, 2011, the Code Enforcement Bureau has processed the following complaints:
 - Abandoned, Nuisance, and Junked Motor Vehicles – 109
 - Animal, Vegetable Accumulations - 3
 - Community Appearance and Safety Standards – 63
 - Corner Visibility – 2
 - Dead trees and/or limbs – 17
 - Detached or accessory building - 16
 - Dilapidated Structure/House - 17
 - Prohibited Parking - 2
 - Removal of containers after emptied - 7
 - Vacant & Unsecured Property – 28
 - Weeds, Grass, and other Debris – 314
 - Other complaints – 6

A total of 584 complaints have been processed so far this year, with a total of 14 cases currently open at this time. The citizens of Elizabeth City are encouraged to utilize the City's website to file complaints or issues they have concerning code violations. Citizens may also feel free to call (252)335-4321, ext. 260 should they wish to speak directly to Code Enforcement Officer Mike Williams or Office Assistant Lisa Rich.

9. The Parks and Recreation Department and the EICiPaCa Babe Ruth Baseball Association is hosting the District 7 13-15 Year Old Babe Ruth Baseball Tournament this weekend at Holmes Field. The nine team tournament started on Wednesday evening and the weather did not cooperate. Only three innings were played between Perquimans/Gates and Pocosin before the lightning and rain hit the city. The recreation center had about four inches of rain to fall Wednesday night. The field

was still unplayable on Thursday, but the tournament is well under way today. Teams are visiting from Dare, Currituck, Gates, Perquimans, Edenton, Windsor, Columbia, Roanoke Rapids, Bear Grass, and the host team EICiPaCa (Elizabeth City, Pasquotank, and Camden). If the weather holds, the last games of the tournament will be held on Monday night. The winner of the district tournament will advance to the East North Carolina State Tournament to be held in Laurinburg starting July 14th. The 13 Year Old EICiPaCa Babe Ruth Baseball team is playing in the District 7 Tournament in Perquimans County this weekend. The winner of this tournament will advance to Greenville on July 14th.

10. The Parks and Recreation Department began opening the gym at P.W. Moore Elementary School for "Open Gym" on Tuesday. The gym will be open to kids ages 8 to 16 each Monday thru Thursday afternoon from 2 p.m. until 5 p.m. The gym at Knobbs Creek is open for kids ages 8 to 16 Monday thru Thursday from 1 p.m. until 3 pm. Knobbs Creek will be open all summer.
11. The Historic Preservation Commission will meet on July 14, 2011 to review an adaptive reuse for property located at 220-222 North Poindexter Street. The applicant is requesting a conversion to residential in the top portion of the structure and a restaurant on the bottom level.
12. The Technical Review Committee will be meeting July 26, 2011 to review two site plan applications. Dominion Power has submitted a plan for expansion of their business located at 1707 West Ehringhaus Street. They are requesting to construct a paved surface area for the use of equipment/storage. Plans also include a 4,800 square foot building to be used as an office/storage area. Wilco Hess, LLC has submitted an application for an expansion of their convenience store located at 1129 North Road Street. They are requesting to construct a 1,533 square foot addition.
13. Upcoming Event Reminders:
 - City Council Regular Session on Monday, July 11 at 7 p.m. in Council Chambers
 - 4th Ward Community Meeting hosted by Councilors Hill-Lawrence and Walton on Monday, July 18 from 7 – 8:30 p.m. at St. James A.M.E. Zion Church, 708 Park Street.

RCO/vdw