



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending September 2, 2011

COPY: Email Distribution

1. Last Friday's FYI was abbreviated due to the approach of Hurricane Irene, so this week we have some catching up to do!
2. In appreciation of their hard work preparing for Hurricane Irene and for their personal sacrifice and hard work during and after the storm, the City provided lunch today at Knobbs Creek Recreation Center for all City employees. I am proud of the work our employees did and I have received many, many compliments from residents of our community about the job they have done. I have also received questions regarding the manner in which electric service is restored following outages caused by storm events. The protocol for storm restoration is to first assess the damage, which requires that our crews must ride the entire circuit. Then, the Electric Department must get the 34.5 kV Delivery Station back online, including the circuits that feed out of the station. (These circuits feed all the substations in the City.) At this point, we restore power to essential facilities, such as the Water Treatment Plant, the Wastewater Treatment Plant and Albemarle Hospital. Once this is completed, the Electric Department has to restore the backbone of the Distribution System, or the main lines throughout the City. During this process, any small tap lines that are damaged are cleared. Once the main lines are up, we go back and start to repair lines neighborhood by neighborhood. The goal is to work an area as efficiently as possible to get the most customers on within the shortest period of time. Once this process is completed, crews then return to individual service addresses that were not restored when neighborhood lines were repaired.
3. On Tuesday, August 30, 2011, Paul Fredette and I met with NCDOT Secretary Gene Conti at the Albemarle Commission office in Hertford. The meeting had been scheduled for several weeks to discuss transportation issues in the northeastern part of the state and NCDOT's new planning

process. However, most of the discussion centered on damages from Hurricane Irene and NCDOT's policy associated with debris removal from NCDOT rights-of-way caused by the storm. Secretary Conti updated us on the Bonner Bridge project and the Mid-County Bridge Project, as well as the rebuilding of Highway 12 along the beach on the Outer Banks. I was able to talk to representatives of NCDOT about the Barclift drainage project. All survey work has been done and the project is in the hands of the State Hydrologist. NCDOT is still very much committed to the project; but due to storm damage, the project may be delayed several weeks.

4. Phase II of Contract 2 continues on the Elizabeth Street Utility Relocation Project (NCDOT Project U4438). Fortunately, there was little to no impact to the construction area due to Hurricane Irene except for the loss of two days' work. The contractors are confident that they can get back to the schedule and complete Phase II by mid-October. During the past two weeks, the sewer and water utilities were completed on Poindexter Street north of Colonial Avenue. The sidewalk on the west side of Poindexter Street is substantially complete. The sidewalks on the east side of Poindexter Street have been removed and construction started on the curb, gutter and sidewalks. The surface on the south side of Colonial Avenue has been removed and the construction of the water line in that area has started. Again, we remind everyone to be cautious when driving near the construction area. The section of Colonial Avenue from Poindexter Street to Martin Luther King, Jr. Drive and McMorrine Street from Main Street to Elizabeth Street will be the most restricted to traffic until Phase II is complete. Be aware of the street signs, as some traffic is being re-routed, in particular the section of Colonial Avenue from Water to Poindexter Streets. Again, we thank everyone in advance for their patience and cooperation as we make these improvements to our downtown.
5. Barnhill Contracting Co. will be starting the improvements to the Water Street Intersection Improvement Project next week; and they "expect to make significant progress on the project during the month of September" assuming, of course, good weather and that the Pasquotank River does not rise during the month. Barnhill does not anticipate that they will be closing the streets in the project area during construction except for two or three days when they have to install drainage pipe across Southern Avenue and across Riverside Avenue. During the other phases of the work, we can expect construction warning signs and flag people when a single lane of traffic has to be shut down. Please be careful when driving in the construction zone. Again, we appreciate your patience while the City is making improvements in this area.

6. Unfortunately during the past few weeks, a number of storm water catch basin covers have disappeared along the side of some of our roads. Not only do the missing covers create an expensive nuisance for the City, but it is also very dangerous for cars or pedestrians traveling along the roads that have fallen victim to missing basin covers. Reported missing to date are 14 covers along Tanglewood Parkway and Commercial Boulevard (for a second time in this area), 18 covers in the Grandview Subdivision, four covers in the Millbrook Subdivision and four covers from Mill End Court. The cost to replace the missing storm water catch basin covers is almost \$10,000, not counting the potential liability from an accident, the administrative time and the labor to replace the covers. The Police Department has been notified of the situation and they are investigating probable criminal actions related to the missing covers. The City would appreciate individuals reporting to the Police Department suspicious activity in these areas that may have been observed.
7. This week, the Police Department has reported over 104 street lights that were out due to Hurricane Irene. The Electric Department crews have been working diligently to repair the street lights. They still have numerous calls coming in due to wires hanging, limbs on wires, and poles leaning.
8. The City's electrical contractor for the Elizabeth Street (NCDOT U4438) electrical distribution line relocation has completed all their work at this time. The relocation work encompasses the area from the Camden Causeway to North Road Street, as well as from Pearl Street across to East Colonial Avenue. One of the major components of this project was the boring of the Pasquotank River so the City can continue to provide electricity to those customers on the east side of the river. At the intersection of North Road Street and Elizabeth Street, eight decorative style street light poles have been installed. The remaining 22 decorative street light poles will be installed at a later date once construction is completed in certain sections of the roadway.
9. The Tourism Development Authority has approved the City's applications for funding of three outside agencies. The Arts of the Albemarle received \$15,000; Port Discover received \$5,000 and River City CDC's Juneteenth Celebration received \$3,500. The checks will be cut and sent to the agencies on September 2, 2011 by the TDA. Now that the City knows how much the TDA will supplement our Community Service Grant applications, the Finance Committee will hold discussions on funding allocations for the remainder of the grant applications we received. The Finance Committee will meet at 10 a.m. on Tuesday, September 6 to prepare a recommendation for the full City Council.

10. Yesterday, City staff opened bids for the US Hwy 17 South sidewalk project from Providence Road to Applebee's. This project was originally scheduled to be opened on August 18, 2011; however, the City only received two bids and was forced to re-advertise the project. The City again received only two bids. The lowest bid was from Parks Land Development, Inc. at \$95,615. The engineering estimate for the project was \$120,000. The project is being funded through an \$85,000 Enhancement Grant from NCDOT. The City's share of the project will be \$10,615, which was included in this year's Powell Bill budget. This item will go to the Finance Committee on September 6 and to Council on September 12. NCDOT must also approve the bid.
11. City staff marked the 14 City owned locations this week where campaign signs are permitted to be placed for the upcoming election. Candidates were notified by letter in mid-August. A copy of the ordinance outlining these locations is also available on the homepage of the City's website (www.cityofec.com). Campaign signs on private property may be erected starting September 11, 2011.
12. Last week, I met with representatives of **ARTEC** to discuss a public art project for the downtown area. **ARTEC** has the following mission: "To enhance community identity as a burgeoning arts community by raising the bar on the design of public infrastructure through public art projects, funded through grants and spearheaded through volunteer efforts in cooperation with city officials." The project, which is still in the conceptual phase, would involve building two-dimensional, scaled down moth boats and placing them around the downtown area. The project would be similar to several popular programs that occurred several years ago, which included horses on the Outer Banks and mermaids in Norfolk. **ARTEC** will discuss their idea with ECDI and the HPC prior to making a formal presentation to the City Council.
13. The Pasquotank-Camden-Elizabeth City Emergency Management Department has created a Facebook page that will be used as an additional tool to reach the public with emergency information. Currently, information about Hurricane Irene is presented and a picture gallery of the storm is available, as well as information about the Dismal Swamp fire. There is a link provided on the homepage of the City's website; however, the direct Facebook address is www.facebook.com/CamPasqEM.
14. The Elizabeth City Fire Department will be conducting a Fill-the-Boot fundraiser campaign this weekend at Southgate Mall for MDA (Muscular Dystrophy Association). Personnel will be at the main entrance of the

mall on Friday, Saturday and Sunday from 11:00 a.m. until 8:00 p.m. daily. Please stop by and contribute to the boot drive for a truly great cause.

15. This is a reminder that Healthy Carolinians of the Albemarle will sponsor free health screenings at Waterfront Park next Friday, September 9 from 10 a.m. until 6 p.m. Screenings offered include cholesterol, blood glucose, blood pressure, body mass index, bone density and vascular ultrasound. This is the final of a series of screenings offered across our region.

16. Most City offices will be closed on Monday, September 5 in observance of the Labor Day holiday. Monday's garbage and recycling route will be collected on Tuesday, September 6. I would like to wish everyone a safe and happy holiday weekend!

17. Upcoming event reminders:

- City Council Finance Committee meeting, Tuesday, September 6 at 10 a.m. in Council Chambers
- Planning Commission meeting, Tuesday, September 6 at 4 p.m. in Council Chambers. (One item is scheduled to be heard. This item is a conditional use permit application for the relocation of the City's firing range to a 34 acre parcel located on the northern side of Wellfield Road.)
- Urban Forestry Commission meeting, Wednesday, September 7 at 5:30 p.m. in Council Chambers
- The Elizabeth City Area Chamber of Commerce is sponsoring a Business After Hours/Ribbon Cutting hosted by Comprehensive Rehabilitation and Pain Specialists, 135 Rich Blvd., on Wednesday, September 7 from 5 – 7 p.m. Please RSVP by calling the Chamber (335-4365) by Monday if you plan to attend.
- Historic Preservation Commission meeting, Thursday, September 8 at 5:30 p.m. in Council Chambers

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