



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending September 8, 2006

COPY: Email Distribution

1. I am pleased to report that negotiations with Tracy Wrighten and Pastor Toni Rice of New Beginning United Fellowship Church for the purchase of additional properties to be used for retention ponds in connection with the Roanoke Avenue Drainage Project have been successful. The church property is located at 901 South Road Street and Mr. Wrighten's property is located at the corner of Peartree Road and Boston Avenue. This brings to five the number of lots now available for use with this project.
1. The Department of Transportation has completed a cost analysis to construct a sidewalk along the west side of Hughes Boulevard from Halstead Boulevard (at Ruby Tuesdays) to Oak Stump Road (at Farm Fresh). The project includes a 5-foot wide concrete sidewalk and a bridge structure for the swamp crossing next to Three Amigos. The total estimated cost is \$112,000. It is anticipated that the City will be required to provide funding for 10% of the project cost. No funding commitments have been made at this time.
2. The Historic Preservation Commission will meet on Tuesday, September 12 at 7 PM in the third floor conference room of the A. P. Midgette Building. The following items will be considered:
 - a. HP-11-06 – Request by Carolyn Davis to renovate the exterior of 203 E. Fearing Street. The renovations include changing a metal roof to architectural grade shingles, replacing deteriorating windows, adding shutters, removing the porch balustrades, removing the chimney and eliminating the exterior doors on the rear porch.
 - b. HP-12-06 – Request by Luke Smith to install vinyl siding on the exterior of 111 Selden Street.
 - c. HP-13-06 - Request by Latitudes Inc., LLC to add a story to the top of the structure, remove the aluminum awning, replace glass

above the awning and replace the chain link fence with iron security fencing. This property is located at 112 N. Water Street.

3. The City of Elizabeth City and the County of Pasquotank will hold a joint public meeting concerning future plans for Parks and Recreation facilities for the City and County. Public comments from this meeting will also be incorporated into the joint comprehensive master plan that has been approved by both local governments. The meeting will be held at the Knobbs Creek Recreation Center located at 200 E. Ward Street at 7:00 PM on September 26, 2006.
4. A new feature has been added to the City's website. Darrick Allen, who is employed in the City Clerk's Office on a part-time basis and primarily works to index Council meeting minutes, designed the new database. This feature allows users to search minutes which have been indexed by use of a key word. By simply entering the subject of interest in the search line, the database provides information regarding each time that subject appears within a meeting's minutes by date and minute book and page number. There is also a brief synopsis of the subject included. The database currently includes minutes from December 6, 1948 through June 21, 2004. Darrick is working steadily to bring the database up to the current date. This feature can be found on the website under the section, "City Government" on the homepage and is identified by "Council Minutes Index." I would like to thank Darrick for his innovation in designing this new feature. For more information, call the City Clerk's office at 337-6955.
5. From September 8 to December 15, the Elizabeth City Fire Department will be flow testing and conducting maintenance on the fire hydrants on the Elizabeth City water system. Fire trucks may be seen periodically throughout the City, as testing will be done by on-duty firefighters. Any questions or comments may be made to Fire Chief William Pritchard at 338-3913.
6. The City received an award this week "For Outstanding Service" from the United Way for its very successful 2005 United Way Campaign. Of the City's 270 employees, 139 participated in the fundraising drive and contributed a total of \$12,680.48. This total was a 59.6% increase over the 2004 campaign contribution of \$7,947.00. Former Police Chief William Anderson served as the City's Drive Chairman for 2005. I would like to thank all the City's employees for their generous contributions to this very worthy cause.
7. Upcoming Events:

- The Elizabeth City Area Ministerial Association is sponsoring a 9/11 Commemoration Service on Monday, September 11 at 7 p.m. at Christ Episcopal Church.
- The Museum of the Albemarle is sponsoring a 9/11 Remembrance Service at 8:45 a.m. on the Museum Green on Monday, September 11.
- The Elizabeth City Jaycees are sponsoring a Business After Hours on Thursday, September 14 at Levels from 5 – 7 p.m.
- The Annual Moth Boat Regatta sponsored by the Museum of the Albemarle will be held on Saturday, September 16 from 10 a.m. until 3 p.m. at the City's waterfront.

RCO/vdw