



TO: Mayor and City Councilors
FROM: Rich Olson, City Manager
REF: FYI ~ Week Ending September 22, 2006
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1. City staff has developed a tentative schedule for the work to be done on Southern Avenue. That work includes limited curb and gutter replacement and storm water drainage, piping work and milling and overlaying the street from Shepard Street to Edgewood Drive. The City has received a set of completed plans prepared by Chesapeake Albemarle Engineers of Virginia Beach, Virginia. Those plans have been submitted to NCDOT for approval. Based on the assumption that NCDOT has no problems with our plans, the following timeline has now been developed:

Bid Opening	October 17, 2006
Council Approval	October 23, 2006
Notice to Proceed	November 6, 2006
Curb & Gutter and Storm Drain Improvements	December 15, 2006
Milling and Overlay/Completion	January 1, 2007 (*)

(*) If weather does not permit, the project will be pushed back to March, 2007. We will not allow the street to be milled unless it can be immediately repaved.

2. A preconstruction conference was held on September 22, 2006 for the construction of a 200' x 400' concrete apron next to the Tamsco facility at the Airport. The contractor for the project is Barnhill Contracting. The total cost of the construction is \$1,309,366.90. The start date for the construction will be October 2, 2006 with a completion date of December 1, 2006. The project is simply a 2-acre parking lot for large planes and will be constructed of 12 inches of sand, 12 inches of gravel and 12 inches of concrete. The project is funded by grants from the Economic Development Administration, Rural Center funding and Department of Commerce Infrastructure Development funding. Each of these agencies

has been contacted and they have given their approval for the project to begin.

3. I am pleased to report that the City received correspondence this week from the Economic Development Administration advising that the City/Airport Authority's grant application for additional funding in connection with the Airport Ramp Expansion Project has been approved. The amount of the award is \$20,857.
4. The City/County's first Community Emergency Response Team (CERT) completed 20 hours of classroom training on Thursday, September 21st. The CERT program creates a partnership between first responders and the community by training citizens to help themselves, their family and their neighbors in an emergency. When emergencies happen, CERT members can give critical support to first responders, provide immediate assistance to victims, and organize spontaneous volunteers at a disaster site. CERT members can also help with non-emergency projects that help improve the safety of the community. CERT training includes disaster preparedness, disaster fire suppression, basic disaster medical operations, and light search and rescue operations. The class is made up of 12 citizens from various areas of Pasquotank County/Elizabeth City such as Oxford Heights, Pendleton Place, Riverside, North Road Street and Horseshoe Road. The CERT Class will complete its certification on Sunday, September 24th beginning at 1:30 pm with a disaster simulation at the old Winslow Nursing Home. Council members are invited to attend and observe the CERT as they "respond" to a disaster requiring search and rescue, medical and fire safety operations.
5. Installation of the electrical conduit for the Streetscape Phase III project started this week on the Library side of the Main Street. Saw cutting will start at MLK Drive and continue to Road Street. Prior to saw cutting for demolition being complete, a second crew will drop back and start the excavation for the electrical conduit. At this point, conduit, boxes and bases will be installed and excavations filled to the existing grade. As installation of the electrical system is completed on each block, the concrete sidewalks will be re-installed. Weather permitting, the work on the library side should be completed in three to four weeks. Once the library side is completed, the contractors will proceed in the same fashion on the Courthouse side of the street. Upon completion of all underground electrical utilities and concrete sidewalks, the decorative poles will be erected on their bases. Milling of asphalt pavement, new traffic loops, resurfacing, asphalt texturing, and pavement striping will begin at or near the completion all electrical components. The following schedule is tentative: Sept. 18th-Oct. 7th: Install electrical on Library side of Main

Street; Oct. 8th-Oct. 28th: Install electrical on Courthouse side of Main Street; Oct. 29th-Nov. 4th: Mill, pave, and stripe Main Street.

6. Student representatives to attend the Youth Summit sponsored by the North Carolina League of Municipalities have been chosen with the assistance of Travis Burke, Pasquotank County Cooperative Extension Agent and the City has made travel and registration arrangements. Caitlin Gilroy, a senior, will represent Pasquotank County High School, and John Russell, a junior, will represent Northeastern High School. We look forward to hearing a report regarding their experiences at an upcoming Council meeting.
7. The Albemarle Hospital Foundation Waterway 5K Run/Walk will be held tomorrow, with event headquarters located at Waterfront Park. Registration begins at 6:00 a.m. and the race should be complete by 1 p.m. Water Street, from Shepard to Ehringhaus will be closed until 1 p.m. to accommodate the festivities.
8. Upcoming Events:
 - The Elizabeth City Area Chamber of Commerce will sponsor a viewing of new products and services offered by Carolina Plastic Surgery Specialists on Thursday, September 28 from 5 – 7 p.m. at 504 E. Elizabeth Street. Please RSVP directly to the Chamber by calling 335-4365 by Tuesday, September 26 if you plan to attend.
 - If you wish to attend the Elizabeth City-Pasquotank Public Schools Foundation annual meeting on Thursday, October 5, please call Vivian no later than Thursday, September 28 with your ticket order.
 - Responses to attend the special social hour for State School Board Superintendent, Dr. June Atkinson, which is being held on October 5, are required by September 29. Please call Molly Brite at 338-9115 if you have not already done so.

RCO/vdw