



**TO:** Mayor and City Councilors

**FROM:** Rich Olson, City Manager

**REF:** FYI ~ Week Ending September 29, 2006

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1. I informed the City Council earlier that Eric Weatherly, Director of Public Utilities, has resigned his position effective October 6, 2006 to become County Engineer for Currituck County. Due to the number of pressing issues and projects within the Public Works Department, I have decided to bring in an Interim Public Utilities Director until I can complete the selection process for a new director. This is the same procedure I used after Rhonda Mack, our former Planning Director, resigned. Webb Fuller did an excellent job as the Interim Director. I have appointed Carl Classen, former County Manager of Camden County and former Town Manager of Southern Shores to serve as the Interim Director. Carl has over 25 years of public sector experience and has a broad base of management experience. I anticipate interviewing candidates for the Director of Public Utilities position in mid-November.
2. Bay Island Construction is in the final phase of completing the single family dwelling for Mrs. Beulah Respass. City Staff has scheduled an "Open House" at 513 White Street for the Respass family, friends, Council members and others to come see Mrs. Respass' new home. This celebration will be held on Tuesday, October 10, 2006 at 2:30 pm. At that time, the Mayor and City Council members will present Mrs. Respass with the key to her new home.
3. The Elizabeth City Police Department completed the bid specifications for the neighborhood surveillance camera system this week and the RFP was placed out for bid on September 28. The bids are due back no later than October 19, 2006 at 3 p.m.
4. On September 27, 2006, the City's Finance Department hosted its public auction of City surplus property at the Central Receiving Warehouse. Over 50 people attended to have an opportunity to bid on 444 items. The auction generated \$12,384.50, of which 10% was the auctioning cost. A total of \$9,425 was received from the sale of 11 surplus City vehicles and

\$2,959.50 was received from the sale of miscellaneous office furniture and equipment.

5. On Tuesday, September 26, 2006 the Technical Review Committee held its Regular Meeting. Items before the Committee included four site plans and one residential subdivision preliminary site plan. They included the following:
  - Consideration of Application SP-15-06 by Albemarle Hospital to expand the surgery and emergency department for property located at 1144 North Road Street. This expansion will consist of three floors with the following square footage: first floor – 28,260 sq ft; second floor – 29,418 sq ft; and third floor – 29,418 sq ft. Representative for the application was Kimley-Horn & Associates, Inc. The Committee approved this application with the condition that the applicant adheres to site plan changes as required by the Committee.
  - Consideration of Application SP-16-06 by A. R. Chesson Construction Company, Inc. to construct a one-story, 7,500 gross square foot, 3-unit office building on property located at 145 Rich Boulevard, Lot 28 of the Halstead Commercial Park and to be known as Carolina Harbor Properties. Representative for the application was Albemarle & Associates, Ltd. The Committee approved this application with the condition that the applicant adheres to site plan changes as required by the Committee.
  - Consideration of Application SP-17-06 by A. R. Chesson Construction Company, Inc./Andrea Simpson to construct a two-story, 7,500 gross square foot, medical office building to be known as American Health & Human Services. The property is located on .87 acres on Halstead Boulevard; Lot 1 of Marlene Manor. Representative for the application was Albemarle & Associates, Ltd. The Committee approved this application with the condition that the applicant adheres to site plan changes as required by the Committee.
  - Consideration of Application SP-18-06 by Weeksville Crossing, LLC/Food Lion for 4.84 acres located at 1903 Weeksville Road. The applicant is proposing construction of a 35,000-sq. ft. food store and 6,000 sq. ft./3-unit retail shops. Representative for the application was Quible & Associates, P.C. The Committee approved this application with the condition that the applicant adheres to site plan changes as required by the Committee.
  - Consideration of Application SUB-03-06 by 2 Invest, LLC for 27.32 acres located on the southwest side of Halstead Boulevard and the intersection of Byron Court. The applicant is proposing a 69-lot, single-family

residential (R-10 zoning) subdivision known as Millbrooke Subdivision. Representative for the application was Hyman & Robey, PC. The Committee approved this application with the condition that the applicant adheres to site plan changes as required by the Committee.

6. Today, I attended the Healthy Carolinians meeting. The primary topic was a review of the Community Health Assessment, which they have been working on for several months. The analytical data was very enlightening. During their research, residents of the County were asked what the most important issue facing the community was. The issues that were identified were: under employment, lack of affordable health care, lack of education/dropout rate and inadequate/unaffordable housing. These challenges are the same issues that the City Council identified during its last goal setting session.
7. The Paths of Pasquotank and the National Park Service will host an evening workshop regarding the development of a countywide Greenway/Blueway plan. The workshop will focus on creating a network of trails, (both land and water based) across both Camden and Pasquotank Counties. The trails will provide opportunities for recreation, historic preservation and resource/open space protection. The workshop will be held on October 17 at the Albemarle Hospital Education Center at 7:00 p.m.
8. The 8<sup>th</sup> annual Fun, Safety, and Education Day will be held at the Knobbs Creek Recreation Center on Saturday, September 30<sup>th</sup> from 10:00 a.m. until 2:00 p.m. This annual event is sponsored by the Parks and Recreation Department and the North Carolina Wildlife Resource Commission. The show is designed for youth and promotes fun, safety, and education in our community. Everything is free! There will be approximately 40 organizations on hand to treat the kids.
9. As reported earlier, the Elizabeth City Fire Department's annual "Fire Safety Show" will be held on October 3, 4 and 5 at 9:30 a.m. each day at the College of the Albemarle's Community Auditorium. 2,656 people have already registered to attend the show and only 220 seats remain. Those interested in attending should call Fire Administration at 338-3913 to register.
10. The City's Electric and Customer Service Departments will celebrate "Public Power Week" each day next week by serving customers morning and afternoon goodies in the customer service department. In addition, daily drawings will be held for T-shirts and 50 customers will win an "Energy Smart Home Kit". We look forward to this annual celebration,

which allows us to thank our customers and recognize our public power employees.

RCO/vdw