



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending September 30, 2011

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1. Although the City received a substantial amount of rain this week, George Raper and Son, the contractor for the Elizabeth Street utility relocation project (NCDOT U4438 Contracts 1 and 2), continued to work on the project. The project is still on schedule at this time. This week, the contractor installed the 24 inch sewer force main through the Colonial Avenue/McMorrine Street intersection. They removed the existing four inch waterline that runs west on Colonial Avenue from Poindexter Street to McMorrine Street. They tied the new ten inch waterline into the existing six inch line on the south side of McMorrine as well. To my knowledge, no customer in the area was inconvenienced. The storm drainage on the south side of Colonial Avenue has been installed in the area in which they are working. They have installed the gravity sewer main on Colonial Avenue between Martin Luther King Drive and McMorrine Street and the manhole at Colonial Avenue and Martin Luther King Drive was completed on Thursday. Next week, the contractor will begin installing the curb and gutter and sidewalk in the 500 block of East Colonial Avenue. The contractor is still on schedule to pave Colonial Avenue from Poindexter Street to Martin Luther King Drive by October 21.
2. The City was notified this week that Archer Western, the contractor that will be replacing the bridge and Elizabeth Street, will be closing the eastbound bridge over the Pasquotank River beginning on October 17, 2011. I originally had reported that the bridge would be closed during the latter part of August; but due to numerous outstanding issues, the date was pushed back. The City will provide police officers to aid in the smooth transition of traffic to the westbound bridge. Leading up to October 17, motorists will experience periodic delays while Archer Western begins to mobilize their equipment on the site.

3. On Thursday, September 29th, Planning Department staff attended the first meeting of the Pasquotank/Elizabeth City Comprehensive Transportation Plan (CTP) Steering Committee. The study is intended to produce a long range planning document that will assist local government and its representatives in making transportation decisions in the next 25-30 years. Members assigned from the County, City, Elizabeth City State University, NCDOT, and other public and community organizations were also in attendance. Meeting topics included an introductory presentation; identification of roads to be included in the Travel Demand Model; drafting of a vision statement and plan objectives; and discussion of the upcoming survey. The CTP Public Involvement Survey is planned for release this October. The next meeting of the CTP Steering Committee is Thursday, October 20th. The public can follow the committee on the web at www.ncdot.org/doh/preconstruct/tpb/PLANNING/PasquotankCo.html and on Facebook and Twitter.
4. On Wednesday, Christy Saunders notified the City that Pasquotank County will start aerial spraying for mosquitoes on Monday, October 3. The County will not be spraying inside the City limits. The City of Elizabeth City has an aggressive mosquito abatement program and has fogged inside the entire City limits on numerous occasions since Hurricane Irene hit us. In addition, we have placed mosquito repellent bricks in most catch basins and storm water retention ponds. We will continue to fog weekly until the first frost or until the mosquito count drops.
5. On Tuesday, Planning Department staff attended the Environmental Protection Agency's (EPA) meeting concerning the Remedial Investigation and Feasibility Study for the Triangle Pacific Site (TCOM), located on Toxey Road. This site has been identified as a possible superfund site with contamination from former manufacturing operations of the Weeksville Naval Air Facility and Westinghouse operations. The study is the first step in identifying any hazardous products that may have leached into the soil or groundwater. EPA will start testing extensively during the October/November timeframe. Results of their findings should be available by the summer of 2012.
6. This week, I participated in the Chief of Police Assessment Center for the City of Rocky Mount. Charles Penney, Rocky Mount's city manager, has participated in at least two assessment centers for chief of police here in Elizabeth City; and I was glad that I could return the favor. The Assessment Center was held over a two-day period and evaluated the strengths and weaknesses of five candidates for chief of police. The Rocky Mount assessment center had several different elements than the ones we used to select Chief Anderson and Chief Crudup.

7. In the City's budgets for fiscal years 2010-2011 and 2011-2012, \$14,000 was budgeted for revenue received from the execution of passport applications that are prepared by the City Clerk. This calendar year to date, 612 passports have been processed, which represents approximately \$15,300 in revenue, and we still have three months to go until the end of 2011. It is expected that the revenue will increase as Edenton and Chowan County are no longer processing applications and their residents come to our office for their passports. The number of applicants has increased slightly due to the fact that we are the only site in the surrounding area that will process applications outside of our county or state. Camden, Perquimans and Currituck Counties all process passports, but only for those living within their jurisdiction. Due to the location of the Coast Guard Base in Elizabeth City, this is a service that we offer our military residents as well as any other citizen living inside or outside our jurisdiction.
8. The City of Elizabeth City will be celebrating Public Power Week from Monday, October 3rd thru Friday, October 7th. Refreshments will be provided for our customers in the Customer Service Department lobby and daily drawings will be held for door prizes. Helpful information on a variety of subjects will also be available for our customers.
9. The Parks and Recreation Department's Tae Kwon Do Martial Arts Academy is sponsoring a U.S. Chung Do Kwan Association Presidential Tour Seminar this weekend at the Knobbs Creek Recreation Center. Grandmaster Brenda J. Sell is the featured speaker and seminar instructor for the three day event. Ms. Sell is an 8th Degree Black Belt and President of USCDKA, as well as the World Title Holder as Highest Ranking Non-Oriental Female in Tae Kwon Do. We are very excited that Ms. Sell has chosen Elizabeth City as a part of her fall tour across the United States. Approximately 50 to 100 local Tae Kwon Do students are expected to attend the three day seminar.
10. The City's Energy Department is busy finishing up the details for its 5th Annual Home Energy Fair. This year's event is being held in cooperation with the College of the Albemarle, Elizabeth City State University Community Development Department and Northeastern Workforce Development. Hours are 9 a.m. to 4 p.m. on Friday, October 21 and 9 a.m. to 2 p.m. on Saturday, October 22 at Knobbs Creek Recreation Center. The event features workshops, vendor displays and drawings for door prizes and is free and open to the public. Workshop seating is limited and registration is encouraged by calling 338-5115.

11. As a reminder, the Planning Commission will not meet on its regularly scheduled day (Tuesday, October 4). That meeting has been rescheduled, and will be held on Tuesday, October 11 at 4 p.m. in Council Chambers. This change was made to accommodate the three internet sweepstakes café applications for a conditional use permit due to the recent UDO change allowing more terminals.

12. Upcoming Event Reminders:

- The City's Urban Forestry Commission will meet on Wednesday, October 5 at 5:30 p.m. in Council Chambers.
- The Elizabeth City Area Chamber of Commerce is sponsoring a Grand Opening/Ribbon Cutting hosted by Elizabeth City Pawn & Jewelry located at 900 West Ehringhaus Street on Thursday, October 6 at noon. Please RSVP by calling 335-4365 by Tuesday, October 4 if you plan to attend.
- The Education Foundation Annual Meeting will be held on Thursday, October 6 at the K. E. White Graduate Center. Tickets have been purchased for those who requested them and will be delivered to you next week.

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