



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending October 13, 2006

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1. The City's purchase of the house and lot located at 709 Herrington Road from Elizabeth City Neighborhood Corporation was completed this week. Councilors will recall that this property will be leased by the City to Tabernacle of Faith Outreach Center to be used as a homeless shelter for women and children. City Attorney Bill Morgan is preparing the lease agreement which will be presented for Council's approval during the upcoming meeting scheduled for October 23, 2006. The \$5,000 non-profit appropriation approved in this year's budget for Tabernacle of Faith was also disbursed this week. Pastor Robinson has indicated that the funding will be used to make improvements to the new homeless shelter.
2. The City Attorney has scheduled a closing for Tuesday or Wednesday of next week for the City's purchase of property located a 903 S. Road Street from New Beginning United Fellowship Church. This parcel will be used for a stormwater retention pond in conjunction with the Roanoke Avenue Drainage Project. This will bring to four the number of parcels obtained by the City for this purpose. The City Attorney continues to work on clearing title issues on the fifth parcel identified for this project, which is owned by Tracy Wrihten.
3. On October 12, 2006, a progress meeting was held on the Hugh Cale Resource/Training Center. The project is now 65% complete. Sub-contractors are in the process of hanging drywall and weatherizing the building. We discussed the pending completion date of November 13, 2006. A. R. Chesson is confident that the building will be substantially completed by November 13 and should be able to receive a temporary Certificate of Occupancy. A final punch list will be developed and the contractor should have all those items completed by December 1, 2006. We will be able to hold activities in the building by the required November

18, 2006 deadline. A. R. Chesson did submit a pay request in the amount of \$127,471.41. Since the State has not allowed us to utilize Year Four funding, this drawdown request will be paid out of program income. To date, two change orders have been approved. The first, in the amount of \$16,145.25, was due to unsuitable soil that had to be removed. The second, in the amount of \$1,638.00 was approved to install a mop sink in the utility closet. I do anticipate only one more change order and that will be for an additional door between the lobby and an office. This change order should only be for a few hundred dollars. A. R. Chesson has done an excellent job to date.

4. On October 12, 2006, I met with Steve Powers, Mitigation Specialist and James Pflaum, of the NC Division of Emergency Management Mitigation Section to discuss mitigation opportunities. We toured the City and looked at the following mitigation possibilities: Grice Street/Church Street, Roanoke Avenue Drainage and Oxford Heights. Presently there are three funding sources for eligible mitigation projects, as follows:
 - Hazard Mitigation Grant Program (HMGP): These funds equal 15% of all eligible Federal expenditures during the disaster recovery process of a Presidentially Declared Disaster. HMGP is 75% Federal funding and 25% State funding.
 - Flood Mitigation Assistance (FMA): These funds are an annual appropriation based on statewide National Flood Insurance Program claims. FEMA pays 75% of eligible expenses and the remainder is a local expense.
 - Pre-Disaster Mitigation (PDM): Pre-Disaster Mitigation funds are competitive grants and are an annual appropriation. PDM is 75% Federal funds and 25% local funds.

An opportunity to apply for the HMPG under Hurricane Ophelia funding may be possible due to the lack of applicants the state has received from the Ophelia-affected counties. This grant would be for buy-outs of homes in Oxford Heights that are located in the floodway. This is a voluntary program and is designed for homes having received repetitive flooding and/or those with the greatest risk to future flooding. Also discussed was an opportunity to purchase commercial property located in the flood area. This may be possible under the FMA and/or PDM programs when the annual funds become available. We were encouraged to begin preparation of our application now for submittal.

5. The Board of Adjustment will meet on Tuesday, October 17, 2006 at 7 p.m. in the third floor conference room of the A. P. Midgett Building. The Board will consider a petition for appeal by Boss Sawyer, Incorporated for property located at 1015 U. S. Highway 17 South. The

applicant is appealing the interpretation of Article XI Section 11-1.5(B) 1 of the City's Unified Development Ordinance as it relates to the maximum height and area of an on-premise sign.

6. The Board of Directors of Port Discover has invited the members of the City Council to attend a "Coffee and Conversation" event on Thursday, October 19 at 8:30 a.m. to see first-hand how Port Discover is providing hand-on science programming for our local youth. The special guest for the morning will be Representative Bill Owens. Also expected is Dr. Fran Nolan, Executive Director of the North Carolina Grassroots Science Museum Collaborative. If you have not done so, please RSVP by calling LuAnne Pendergraft at 335-3844. Port Discover is located at 613 E. Main Street.
7. The City of Elizabeth City will once again participate with the Economic Improvement Council, ECSU Community Development, the Cooperative Extension Agency, Northeastern CDC and Elizabeth City Neighborhood Corporation in sponsoring a free Energy Fair on Thursday, October 26 from 6 to 8 p.m. The fair will be held this year at the Pasquotank Cooperative Extension Service Building. Various speakers and exhibits will be featured to offer information regarding cost-effective energy efficiency measures.
8. There will be a Ribbon Cutting/Grand Opening for the new Health Clinic, which will be housed in the former Elizabeth City Housing Authority building on October 17 at 4:00 p.m. The clinic is a collaborative effort by the ECSU Foundation and the Housing Authority and was made possible by grant funding. It is anticipated that State officials will be in attendance. Please call the Elizabeth City Area Chamber of Commerce at 335-4365 if you will be able to attend.

RCO/vdw