



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending October 27, 2006

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1. Delinquent notices for approximately 225 residential properties for which the rental fee has not been paid were mailed on Thursday, October 26. This is the second delinquent notice. Some of the remaining properties may have been sold, may not be rental property or may be exempt; therefore the number shown as delinquent could possibly be a lower. Unlike most of the City's delinquent accounts receivable, the rental housing code carries specific criminal and civil penalties. Since this is the first year of this program, both the Inspections Department and the Customer Service Department have done an excellent job in researching the information for this initial billing which included over 3,000 rental properties. Future billings will not be nearly as time consuming. The invoices for 2006/2007 will be mailed in November.
2. Bids were opened today for the street resurfacing projects authorized by City Council for appropriation during the fiscal year 2006-2007 budget. Barnhill Contracting Company is the apparent low bidder for the contract, which will include milling and overlay of Southern Avenue, East Broad Street, Burgess Street, Crescent Drive, East Church Street, Emily Street, Glade Street, Morgan Street, Park Street, Russell Land, Willow Lane and the Mariners' Wharf Parking Lot. Due to the time sensitivity of the project as winter weather approaches, Council will be asked to award the contract during the upcoming Joint City/Council Meeting on Monday, October 30, 2006. The bids came in under budget with Barnhill's low bid being \$821,326.55.
3. The Elizabeth City Police Department is actively recruiting applicants to fill vacant positions within the Department. Advertisements will appear locally in the Daily Advance and the Perquimans Weekly this weekend. These papers also have readership in Chowan, Bertie, Robersonville, Williamston, Beaufort, Farmville, Grifton, Kenansville and Snow Hill. In addition to the

print media, the Police Department is also advertising on local cable access channels regarding its recruitment efforts in order to reach Northeastern North Carolina residents.

4. Vincent Mani, the City's new Community Development Officer, came on board this week. Vincent earned a Masters in Business Administration from Old Dominion University and a doctorate in Urban and Public Affairs from the University of Louisville, Kentucky. He brings vast experience working with CDBG, HOME and ESG programs from the U. S. Department of Housing and Urban Development in Washington, D.C. and Richmond, Virginia. The City looks forward to having Vincent assist with our community development program.
5. The City's Electric crew will begin the installation of pole banners along Ehringhaus Street on Monday in celebration of ECSU's Homecoming. The banners have previously been placed on Main Street; however, due to Streetscape construction, this year's Homecoming Parade will begin at the Boys and Girls Club, travel down Ehringhaus Street to Water Street, turn right on Water Street and follow Southern Avenue to the G. R. Little Library. The parade begins at 10 a.m. on Saturday, November 4.
6. A new uniform contract was awarded to Unifirst this week. The prices offered by Unifirst were very competitive in comparison to other bids received. Company officials will be in Elizabeth City next week for sizing. The current contract with Cintas will end in mid-November after numerous complaints by employees of poor uniform quality.
7. David Owens, with the Institute of Government, held an informative session on Wednesday, October 25 to discuss State legislation on Conditional Zoning. Conditional Zoning is a form of zoning, whereby a property owner and local government agree on conditions for which a property would be developed. Approximately 40 Planning Commission members, City Councilors, County Commissioners and staff members from Elizabeth City, Pasquotank County and Camden County as well as interested citizens attended.
8. The Elizabeth City Police Department has completed updating the Department's Policy and Procedures Manual. The revision of this manual has taken three years to complete and covers the procedures employed for the daily operations of the Department. The new Policy and Procedures Manual will be fully implemented by November 15, 2006.

9. Knobbs Creek Recreation Center will again be the site of the annual Albemarle Craftsman's Fair this weekend. This October event was founded in 1966 and is the oldest continuous running fair in the State.

10. The North Carolina National Guard is planning a Freedom Salute Ceremony for the 725th Quartermaster Company, which has returned from a year long deployment to Iraq. The event will be held on November 4, 2006 from 1 to 4 p.m. at Swain Auditorium in Edenton. If you would like to attend and/or speak during the ceremony, please call 1-800-621-4136 extension 8920 or 8921 or email SSG Beverly Casteel at Beverly.casteel@nc.ngb.army.mil by Monday, October 30.

11. Upcoming Events:
 - ♦ Carolina House of Elizabeth City will hold its "Art of Discovery Art Show and Sale" featuring resident artwork on Sunday, October 29 from 2 to 5 p.m. Please RSVP to Nancy Sauer by calling 333-1171 if you are able to attend.
 - ♦ The Elizabeth City State University Board of Trustees and Chancellor Gilchrist will hold a dedication ceremony for the Thomas L. Caldwell Physical Education Center and Field House on Friday, November 3 at 3:30 p.m. at Roebuck Stadium. Please RSVP by calling 335-3102 if you plan to attend.
 - ♦ In conjunction with ECSU's 2006 Homecoming activities, the Elizabeth City Area Convention and Visitors Bureau will host a "Welcome Reception" for alumni and invited guests at Groupers on Friday, November 3 beginning at 5 p.m. Please RSVP by calling the CVB at 335-5330 if you plan to attend.

RCO/vdw