



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending November 17, 2006

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1. On Wednesday, November 15, I attended the Board meeting of the NC Eastern Municipal Power Agency in Wilson. During that meeting, we approved the Agency's budget for the upcoming year. That budget reflects a decrease in our energy adjustment charge of 1.5%. This decrease will take affect on January 1, 2007. Although this rate reduction is good news, it will have no effect on the City's retail rate. In January 2006, the Eastern Agency implemented a 10% increase in the Energy Adjustment Charge. The City Council decided to delay implementation of the rate increase until such time as the City's cash balance in the Electric Fund dropped below \$8,000,000. As of today, the City's cash balance in the Electric Fund is \$9,637,056. On the average, this cash balance decreases approximately \$150,000 per month. The decrease approved by the Eastern Agency will slow the amount we are decreasing our cash balance.
2. Pursuant to City Council's authorization at its meeting on November 13, the City of Elizabeth City participated with the Elizabeth City Area Convention and Visitor's Bureau and Pasquotank County to donate \$10,000 to ECSU in support of the NCAA Division II playoff game being held on Saturday, November 18 at 12 noon at Roebuck Stadium. We all wish the Vikings, 9 and 2 for the season, good luck as they play the Statesmen of Delta State University. The University is expecting up to 10,000 fans in the City for the NCAA Division II playoff game. The Vikings have maintained the #4 seed in the Southeast Region going into this game.
3. The City has received notice from the Civil Air Patrol Composite Squadron NC-805 that the City's 2.5 ton (deuce and a half) heavy-use vehicle has been approved. The City will need to execute a Memorandum of Agreement with the Civil Air Patrol Composite Squadron NC-805, which

will govern the use of this vehicle. The request for approval of the MOA will be placed on the November 27, 2006 City Council agenda. The City will carry insurance and provide fuel for the vehicle. We will also install basic emergency vehicle equipment (light bar and strobes). The maintenance of the vehicle will be handled by the City Garage. The NC-805 will be the custodian and the City, the primary operator of the vehicle. City staff will utilize the vehicle if needed to evaluate residences during storms and subsequent flooding.

4. The City of Elizabeth City's Police Department requested the solicitation of bids for a surveillance camera system. The estimated project was valued at \$250,000. Bids were sent out on June 4, 2006 to be opened at 11:00 a.m. on June 22, 2006 at the office of the Purchasing Agent. No bids were received, and as a result, the specifications were revised to contain greater detail. A second solicitation for bids was sent on September 28, 2006 to be opened at 3:00 p.m. November 14, 2006 on the third floor of the A. Parker Midgett Municipal Building. Only one bid was received. The Finance Director was notified of low bidder participation, and notified the Purchasing Agent to re-bid once more to comply with formal bidding procedures. A third bid package was sent on November 15, 2006 to be opened on December 7, 2006 at 2:00 p.m. on the third floor of the A. Parker Midgett Municipal Building. The Purchasing Agent followed up with each vendor to notify them of re-submittal of bids and to encourage participation.
5. Councilors are reminded of OIC's Ribbon Cutting and Grand Opening Ceremony being held tomorrow afternoon at 3:30 p.m. at the Hugh Cale Resource/Training Center. We are all very proud of this wonderful addition to the Hugh Cale Community. OIC held its first class in the Center on Thursday night, November 17 for its Certified Nursing Assistant curriculum.
6. Under the direction of campaign chair, Jim Overman, City employees have concluded a very successful Albemarle Area United Way drive. 114 employees participated in the campaign which totaled \$10,860 in pledges. I would like to thank Jim Overman for chairing our campaign and each of the employees who participated.
7. An invitation for the City Council was received from the Roanoke Missionary Baptist Association to attend a Groundbreaking Ceremony on Monday, November 20 at 10 a.m. at the Roanoke Institute, 200 Roanoke Avenue. The Association, which was founded in 1866, serves as an education center for citizens and provides assistance with affordable housing and small business development.

8. Due to the City's Thanksgiving Holiday, which is scheduled for Thursday, November 23 and Friday, November 24, there will not be an "FYI" issued next Friday. I would like to take this opportunity to wish everyone a happy Thanksgiving!

Upcoming Events:

- On Friday, November 24, Elizabeth City Downtown, Inc. will once again sponsor its "Holiday Celebration" in downtown Elizabeth City, featuring the illumination of the City's Christmas lights and the "Lighted Boat Parade". The festivities will begin at the Pasquotank County Courthouse on Main Street at 6 p.m. Santa is scheduled to visit the Virginia Dare Arcade.
- On Tuesday, November 28, The Elizabeth City Area Chamber of Commerce will sponsor a "Sign Unveiling" at the Wesley Hospitality House at 9 a.m.