



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending November 18, 2011

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1. The construction of Phase III of the Elizabeth Street Utility Relocation Project - Contract 1 on McMorrine Street between Colonial Avenue and Elizabeth Street and between Colonial Avenue and Main Street is nearing completion. We expect that the base course of pavement will be put down next Monday, November 21, if the weather cooperates. The contractor had anticipated that the finish course of road pavement on Phases I, II and III would be applied before Thanksgiving; however, because of the cold weather in recent days, we are expecting a delay on the finish course of road pavement. We do expect that the contractors will start setting the brick/cobblestone treatment at the intersection of Poindexter Street and Colonial Avenue during the week of November 28. While the Poindexter/Colonial intersection is being worked on, the streets leading to that intersection will be closed to thru traffic. The contractors are planning to close traffic in the area of Phase IV of this project before November 28. This area includes Colonial Avenue and Martin Luther King Drive leading to and from City Hall. To accommodate the people that would like to pay their utility bills directly to the Customer Service Department, a temporary location to pay bills is being set up at Southgate Mall. As always, we ask that you remain vigilant and drive with extra caution in the construction zone; and, we thank you for your patience as we finish this major project downtown.
2. The Finance Department has been very busy preparing the temporary office at Southgate Mall to be open for business on November 28, 2011. Special thanks go to Eugene Rountree for constructing the counter and to Todd Williams for the electrical work. I would also like to thank R.J. Lassiter for helping me paint the facility and for the many other ways that he assisted to get the office ready. Due to construction in the City Hall block, we anticipate this office will receive most of the walk-in customers

paying their bill. This location will be open from 8:30 a.m. to 5 p.m. Monday thru Friday starting November 28.

3. On Wednesday, November 16, I attended the North Carolina Eastern Municipal Power Agency monthly meeting in Wilson. During the meeting, the Board of Commissioners voted to place Grant Goings, city manager of Greenville and Richard Hicks, city councilor from Farmville on the ElectriCities Board of Directors. In addition, the Board of Commissioners adopted the 2012 annual budget. The 2012 budget will be \$719,595,000. The agency will pay \$247,760,000 in principle and interest next year, which equates to 34.4% of the budget. I have, on numerous occasions, stated that the existing debt service payments are the primary reason the City's rates are not competitive. The Agency will spend \$183,158,000 for supplemental power in 2012. Only \$10,831,000 will be spent on the operation of ElectriCities. The remaining expenses will be allocated for the operation of the power plants in which we are part owner. The 2012 budget reflects a net decrease of \$1,598,000 over the 2011 budget numbers.
4. The much anticipated delimiters to help direct drivers away from a left turning movement onto Water Street when coming into Elizabeth City off the Pasquotank River bridge have not yet been installed. We are still waiting for the supplier to deliver the materials needed to finish that project. The first section of the work bridge along the southerly side of the existing bridges was completed this week and the large crane for the bridge construction was positioned on the work bridge. Work to continue driving pile supports to extend the bridge out to the bastille section of the eastbound bridge will continue over the next few weeks. The contractor has also started work on the storm water drainage ditch between Poindexter Street and Martin Luther King Drive north of Elizabeth Street. Presently, a diversion ditch has been dug and lined so they can work on the proposed ditch. We anticipate, just from a casual observance of the area, that the work on the drainage systems in this area will provide a significant benefit to Sawyertown and adjacent areas of the City during major rain events.
5. On Tuesday, City staff met with NCDOT to review their proposed plans to rebuild the Church Street Extended bridge over Knobbs Creek. NCDOT is planning to "let" this project in September 2012. Of concern to the City is a 12-inch sanitary sewer force main that is adjacent to the north side of the bridge, which services the City pump stations west of Knobbs Creek along Halstead Boulevard Extended. NCDOT advised the City that the sewer force main must be relocated and that the relocation costs are the responsibility of the City. The estimated cost to relocate the force main is

about \$250,000 at this time. Generally at the same time, NCDOT will start working on the North Road Street (Route 17 North) bridge over Knobbs Creek. Construction of that bridge will require the relocation of a large diameter water main that services the City north of Knobbs Creek. Again, we are told, the relocation of the water main is a City responsibility. The cost of this project has yet to be estimated, but will be significantly more than the Church Street project. These costs being imposed on the City by the NCDOT projects are in addition to the capital investments the City has to make to keep the utility distribution and collection systems compliant with the standards set by DENR. Of concern to the City is that the Local Government Commission continues to warn the City that we have a dangerously low fund balance in our water and sewer utility account. We will work with NCDOT to front the cost of the project and the City will reimburse NCDOT over a three-year period. Once an agreement is drafted, we will present it to the Council for consideration.

6. On Thursday, the City was notified that, due to the recent change in the Federal Wage Rates required by the Davis Bacon Act for federally funded projects, and the inability by the NCDOT to obtain an extension from FHWA to continue using the old rates, NCDOT will not "let" any projects until the issue is resolved within NCDOT. For the City, the only project this notice impacts is the Route 17 South Sidewalk Project. The advertisement period for this project is being extended indefinitely. The sidewalk project bids will not be opened on November 22, 2011 as planned. A new "let" date will be announced as soon as possible.
7. This week, final site plan approval was granted for the construction of the ECU Dental School Clinic located at 1161 North Road Street. The project is sited at the location of the old Vicki Villa Restaurant. The facility will consist of a 7,800 square foot structure with 16 exam rooms. The entrance for the Dental School Clinic will be located across North Road Street at the stop light for the entrance road to Albemarle Hospital. This project is a collaboration of East Carolina University, the City, the County, and Albemarle Hospital.
8. During the joint City/County meeting held on October 31, 2011, NCDOT Resident Engineer Randy Midgett gave a presentation. During this presentation, he provided an overview of the Elizabeth Street and Pasquotank River Bridge replacement project. In addition, he provided information on other projects in the area. There was a question asked of Mr. Midgett concerning the design clearance under the proposed Knobbs Creek bridges on North Road Street. He has informed me that the clearance above the mean tide will be five feet, which is several feet higher than the current clearance. This will be adequate clearance to

promote eco-tourism along Knobbs Creek. I would like to thank Mr. Midgett for resolving this matter for the City.

9. The Technical Review Committee will meet on Tuesday, November 22, 2011 at 10:00 a.m. One item is scheduled on their agenda. Tanglewood Crossing Development, LLC, represented by the Bowman Consulting Group, requests site plan approval for a 6,000 square foot restaurant (Plaza Azteca). The site is a 1.49 acre tract located on Patrick Way, south of Halstead Boulevard Extended. As designed, the restaurant will accommodate 194 seats.
10. The Elizabeth City Fire Department is partnering with Ruby Tuesday Restaurant in its "Community GiveBack Program" whereby on November 25 and December 3, 20% of all meal purchases will be donated to the Fire Department. However, to qualify, diners must present a flyer to their server when ordering. The flyer has been placed on the homepage of the City's website and may be printed for use during this promotion. The City's website address is www.cityofec.com.
11. Elizabeth City Downtown's annual Holiday Celebration and Grand Illumination will be held next Friday, November 25 from 6 p.m. to 8 p.m. on Main Street. Main Street will be closed to traffic and parking between Road Street and Water Street from 5:30 p.m. until 8:30 p.m. New attractions are planned this year and many of the downtown merchants plan to be open during the evening. Santa Claus will visit Arts of the Albemarle, Mrs. Claus will be at Page After Page Bookstore, and face painting for kids will be at Port Discover and the Artists Collective at Serenity Studio Arts. In addition, there will be hayride/sleigh rides sponsored by the Downtown Business and Professional Association with pick up and drop off in front of RBC Bank. Refreshments will also be offered in the RBC Bank lobby with live music by Mid-Atlantic Christian University. There will also be refreshments at Page After Page and Serenity Studio Arts. This event is sure to please old and young, so come out and enjoy Downtown Elizabeth City adorned in its holiday finest!
12. Due to the Thanksgiving holiday, garbage and recycling routes scheduled for next Thursday and Friday (November 24 and 25) will be collected on Monday, November 28. The Monday and Tuesday routes (November 28 and 29) will be collected on Tuesday, November 29.

13. Upcoming Event Reminders:

- The Shriners parade being held tomorrow morning will depart Southgate Mall at 11 a.m. and travel down Ehringhaus Street to disband in the Waterfront Park area. Please expect traffic interruptions.
- Congressman Butterfield will be at the Food Bank of the Albemarle on Monday, November 21 at 10:30 a.m. for a brief press conference on a piece of legislation he is introducing related to fighting global hunger.
- Most City offices will be closed for Thanksgiving on Thursday, November 24 and Friday, November 25.
- City Council Work Session at 5:30 p.m. and Regular Session at 7 p.m. on Monday, November 28 in Council Chambers.

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