



MEMORANDUM

To: Mayor and Members of the City Council

From: Montre' Freeman, City Manager
Deborah Malenfant, Elizabeth City Downtown, Inc.
Sean Clark, EC-PC Parks & Recreation

Date: May 10, 2024

Re: UPDATE & CONSIDERATION -- Waterfront Park and Mariners' Wharf Park
Infrastructure Improvements as Part of \$2 million Allocation to Harbor Towns
Cruises

BACKGROUND:

On January 22, 2024, the City Council approved the proposed infrastructure improvements to Waterfront Park and Mariners' Wharf Park as part of the General Assembly's \$2 million appropriation to Harbor Towns Cruises for each Harbor Towns communities. The improvements include:

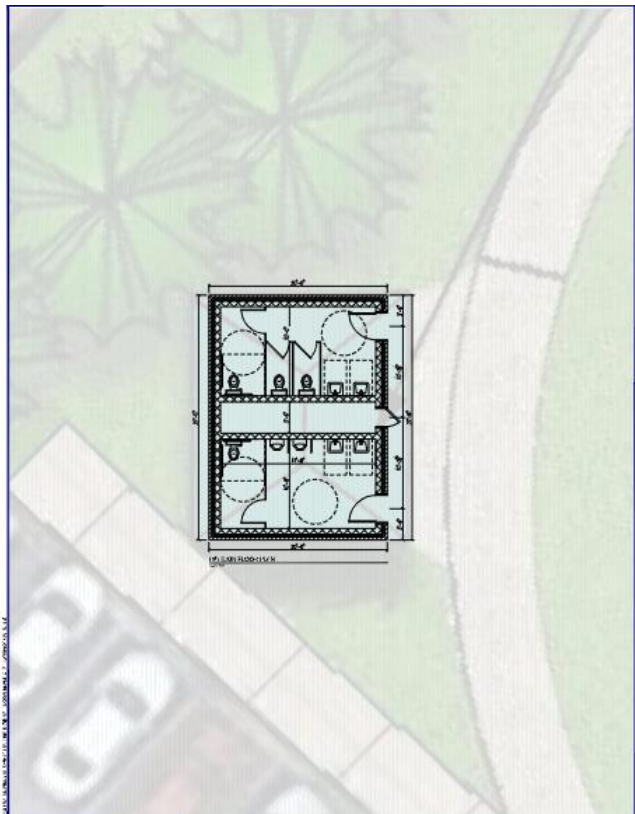
- Construction of a bathroom facility at Waterfront Park.
- Extension and renovation of existing community pier at Waterfront Park for fast ferry dockage, construction of a 30' octagonal pavilion/gazebo structure on pier for waiting area, viewing, and fishing.
- Addition of community perimeter pathways at Waterfront Park.
- Signage and lighting at Waterfront Park.
- Addition of power and water to an embarkation point at Waterfront Park to service the Albemarle Queen. This is 100-amp power and is not designed for transient boats.
- Improvements to and expansion of shower features at Mariners' Wharf Park restroom facility.
- Addition of a side door and roll-up concessions window at the Mariners' Wharf Park restroom facility.
- Addition of 2 new piers at Mariners' Wharf Park to accommodate larger transient and recreational vessels.
- Addition of electrical/water connections at existing boat docks at Mariners' Wharf (in a separately funding project, improvements to the existing docks/piers at Mariners' Wharf are planned).

Renderings/images are provided below and also at [THIS link](#).



Elizabeth City Waterfront Park

Prepared for Harbor Towns, Inc.
by Regeneration by Design
December, 2023

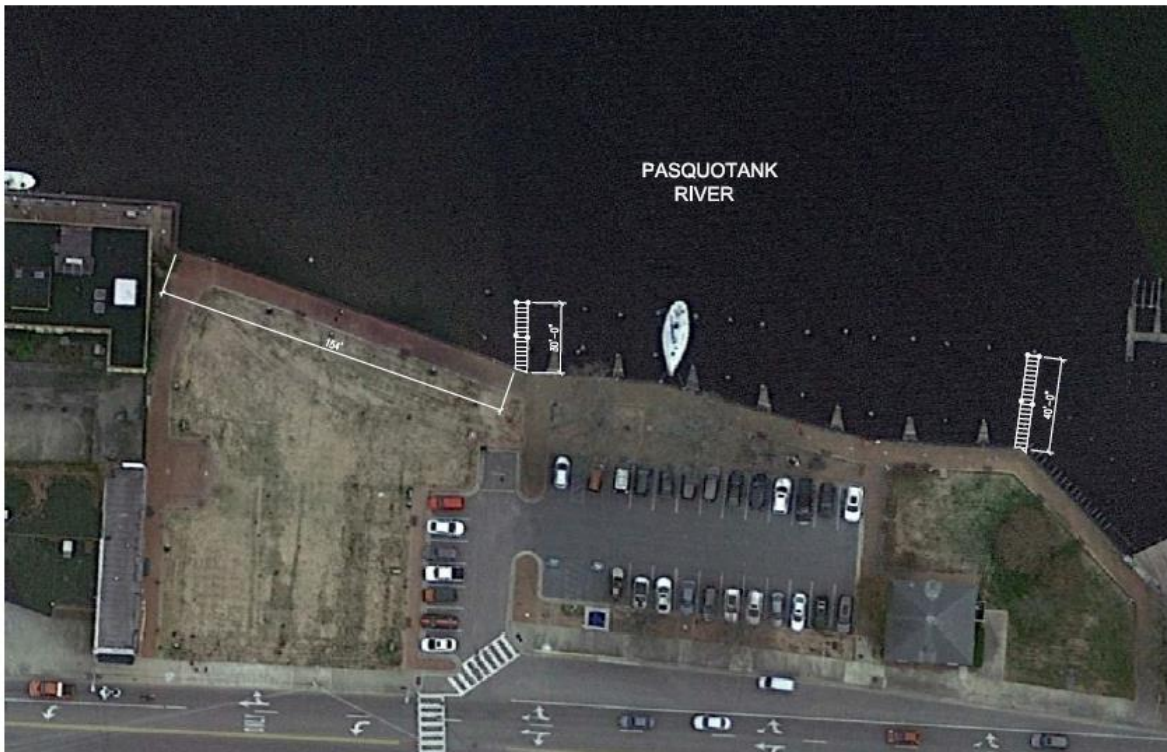




DESIGN SERVICES PROVIDED BY
A.R. CHESSON
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FLOOR PLAN MODIFICATIONS
 MARINER'S WHARF PUBLIC RESTROOMS
 106 SOUTH WATER STREET
 ELIZABETH CITY, NORTH CAROLINA

DRAWING NO. **B1.01**
 DATE: 01/22/24
 SCALE: 1/8" = 1'-0"



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MARINER'S WHARF PARK
 HARBOR TOWNS
 ELIZABETH CITY LOCATION
 ELIZABETH CITY, NORTH CAROLINA

DRAWING NO. **SK1.01**
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[HERE](#) is a link to the January 22, 2024 Council Item.

The first ferry boat, Penelope, is in operation and was unveiled in Elizabeth City at a ribbon cutting on April 18. The second ferry boat, Moses Grandy, is awaiting Coast Guard

approvals. Operations and tours will officially begin on May 17th. The Dinner boat, Albemarle Queen, has arrived in the region and staff is being hired for operations.

ANALYSIS:

The Harbor Towns Cruises team has worked with A.R. Chesson Construction to put together formal design plans and obtain estimates for the project. It is estimated that all elements of the original scope of work presented to and approved by the City Council on January 22, 2024 can be completed within the \$2 million budget.

It is time to begin the engineering and permitting phase of the process, followed by the start of the work. Per City Council/City Administration's request, the Harbor Towns team proposes to start the bathroom facility at Waterfront Park first with the remainder of the work to commence in November.

The initial engineering process for the restroom modifications and new restroom building construction is anticipated to take approximately 3+/- months and includes planning and permitting. The CAMA permitting process, required for the pier modifications will take approximately 6+/- months. Restroom modifications should begin prior to CAMA permit approval. Total time of construction should be approximately six months.

Harbor Towns Cruises and A.R. Chesson Construction will work with Parks & Recreation Department, Elizabeth City Downtown, Inc., and other City Departments to ensure work does not interfere or negatively impact events and activities already scheduled.

STAFF RECOMMENDATION:

By motion, authorize Harbor Towns Cruises and A.R. Chesson Construction to begin the engineering and permitting for the improvements, authorize the proposed timeline, and authorize Harbor Towns Cruises to begin the improvements, contingent upon Harbor Towns Cruises obtaining all appropriate planning approvals, building permits, environmental and regulatory permits, to include CAMA permits.