



# MEMORANDUM

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**To:** Mayor and Members of the City Council

**From:** Reginald Goodson, City Manager  
Dwan Bell, Public Utilities Director

**Date:** February 18, 2026

**Re:** Consideration / Discussion - ROUNDABOUTS – U-5939 NCDOT SR  
1145 (OAK STUMP ROAD) Intersection Improvement Project

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***BACKGROUND:***

This memo is to inform the City Council of the upcoming U-5939 NCDOT improvements project regarding the intersection of US 17 at Hughes Blvd and Ehringhaus Street.

The project involves several key infrastructure changes:

- A new road will connect Hughes Boulevard to Ehringhaus Street, featuring a signalized intersection across from NextCare Urgent Care and Applebee's.
- Roundabouts will be installed at the intersection of the new road and Ehringhaus Street, as well as at the intersection of Oak Stump Road and Ranch Drive.
- The existing connection between US 17 and US 17 BUS (West Ehringhaus Street) will be removed.

Public Utilities will have to relocate water / sewer lines, as will Dominion Power, Brightspeed, Eastern Shore, Mediacom, and Piedmont Natural Gas. These lines will need to be relocated outside of the proposed construction areas. Utility relocations on the affected properties must be prioritized and completed first to ensure the roadway construction remains on schedule.

***ANALYSIS:***

By way of Right of Way Agent, Michael Grimes, the area highlighted in yellow in the attached property sketch represents proposed Permanent Utility Easements totaling 0.004 acres. These easements are intended to accommodate public utilities. While the City will retain underlying ownership of the property, public

utility companies will have the right to install and maintain both overhead and underground utilities within these designated areas.

The area highlighted in orange represents a proposed Temporary Construction Easement of 0.014 acres. This space will provide additional working room for the duration of the project. Upon completion of the project, this temporary easement will expire and will no longer affect the property.

Right of Way Agent Michael Grimes received the approved values for the proposed areas the NCDOT needs to acquire for the Improvements project along Hughes Boulevard that will affect the Pump Station site owned by Elizabeth City.

Please see the attached information described below for your review:

1. Property Sketch. This is attached as a quick reference of the areas we are discussing.
2. FRM10-B. This is a copy of the offer to purchase the required easements for your records.

Brief Summary of the offer to purchase:

The land was valued at \$175,000 an acre with 90% of full value placed on the 0.004 acres (184 square feet) of permanent utility easement shown in yellow on the attached property sketch totaling \$650.00. The temporary construction easement shown in orange containing 0.014 acres (631 square feet) received 30% of full value totaling \$750.00. An additional \$1,000 was placed on the portion of the fence in the event it has to be moved slightly during construction. **This totals an offer to purchase of \$2,400.00.**

City Attorney William H. Morgan has reviewed this data and has no concerns

***STAFF RECOMMENDATION:***

By motion, authorize that Attorney Morgan execute the required conveyance document labeled FRM7-U (Permanent Utility Easement), FRM10-B (Offer to Purchase), and substitute W-9 required by NCDOT, and any other documents needed for recording.

**SUMMARY STATEMENT/CONTINGENT OFFER TO PURCHASE REAL PROPERTY  
DUE TO THE ACQUISITION OF RIGHT OF WAY AND DAMAGES**

TO: City of Elizabeth City c/o Randy Lassiter  
302 E. Colonial Avenue, Elizabeth City NC  
27909

DATE: 09.09.2025  
TO: Lessee, if Applicable

N/A

TIP/PARCEL NO.: U-5939 021

COUNTY Pasquotank

WBS ELEMENT: 46887.2.1

DESCRIPTION: SR 1145 (OAK STUMP ROAD) IMPROVE INTERSECTION

Dear Property Owner:

The following contingent offer of just compensation is based on the fair market value of the property and is not less than the approved appraised value for the appropriate legal compensable interest or interests. The approved value disregards any increase or decrease in the fair market value of the property acquired due to influence caused by public knowledge of this project. The contingent offer of just compensation is based on an analysis of market data, comparable land sales, and, if applicable, building costs in the area of your property. **Please retain this form as it contains pertinent income tax information.**

Value of Right of Way to be Acquired	\$ <u>-0-</u>
Value of Permanent Easements to be Acquired	\$ <u>650.00</u>
Value of Temporary Easement (Rental of Land) to be Acquired	\$ <u>750.00</u>
Value of Improvements to be Acquired	\$ <u>1,000.00</u>
Damages, if any, to Remainder	\$ <u>-0-</u>
Benefits, if any, to Remainder	minus \$ <u>-0-</u>
<b>TOTAL CONTINGENT OFFER</b>	<b>\$ <u>2,400.00</u></b>

The total contingent offer includes all interests other than leases involving Federal Agencies and Tenant owned improvements.

(A) Description of the land and effects of the acquisition

Subject property described in Deed Book 328, page 417, Pasquotank County Registry, contains approximately 0.077 acres of which -0- acres is being acquired as right of way, leaving 0.077 acres remaining with access to Hughes Blvd. Being acquired is a permanent utility easement containing approximately 0.004 acres and a temporary construction easement containing approximately 0.014 acres.

(B) The TOTAL CONTINGENT OFFER includes payment for the improvements and appurtenances described below:  
Portion of Chain link fence

Provided there is sufficient time remaining in the project schedule, you may repurchase these improvements for a retention value, with the stipulation that you remove them from the acquisition area at no expense to the Department.

(C) Should you desire to sell the Department the portion of your property considered to be an uneconomic remnant or buildable lot, as explained to you by the Right of Way Agent, the total contingent offer would be: \$ N/A. Please note that any contingent offer to purchase a remnant/buildable lot is conditioned upon the remnant/buildable lot being environmentally clean prior to the conveyance to the Department. You may be required to provide the Department with a release from the appropriate environmental agency stating that all contaminants have been remediated and/or removed to their standards.

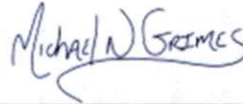
The original of this form was emailed, to

Randy Lassiter

\_\_\_\_\_ on September 9<sup>th</sup> 20 25 . Owner was furnished a copy of the Right of Way Brochure/Owner's Letter.

I will be available at your convenience to discuss this matter further with you. My telephone number is 919-795-1321  
Or if you prefer email [michael@grimeslandservices.com](mailto:michael@grimeslandservices.com)  
Please be advised that the agent signing this form is only authorized to recommend settlement to the North Carolina Department of Transportation, and any recommended settlement is not a binding contract unless and until accepted by the North Carolina Department of Transportation by its formal execution of documents for conveyance of Right of Way, Easements, and/or other interests.

(Signed)



\_\_\_\_\_  
Michael N Grimes- Right of Way Agent

Revenue Stamps \$ 5.00

## PERMANENT UTILITY EASEMENT

THIS INSTRUMENT DRAWN BY Nikki W. Cobb CHECKED BY Michael N Grimes

RETURN TO: Michael N Grimes  
4861 Zacks Mill Road Angier NC 27501

NORTH CAROLINA  
COUNTY OF Pasquotank  
TAX PARCEL 0009322 (portion of)

TIP/PARCEL NUMBER: U-5939 021  
WBS ELEMENT: 46887.2.1  
ROUTE: NC 343

THIS EASEMENT, made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_ 20 25  
by and between The City of Elizabeth City, a municipal corporation  
302 E. Colonial Avenue, Elizabeth City NC 27909  
hereinafter referred to as GRANTORS, and the Department of Transportation, an agency of the State of North Carolina, 1546 Mail Service Center, Raleigh, NC 27611, hereinafter referred to as the Department;

### WITNESSETH

THAT WHEREAS, the DEPARTMENT desires to construct and maintain a utility facility through and across the property of GRANTORS,

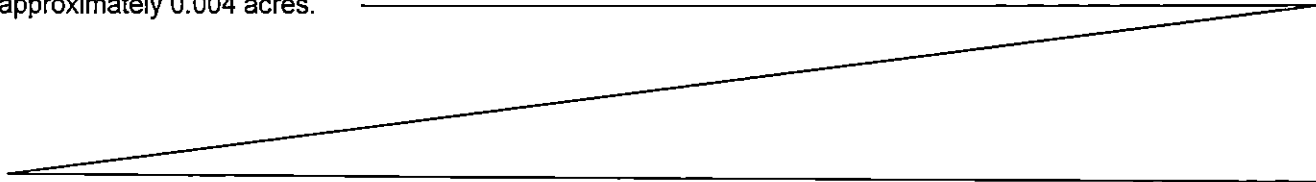
AND WHEREAS, GRANTORS, recognizing the benefits accruing to their said property through the construction and maintenance by the DEPARTMENT of roads and highways upon or in the vicinity of said property of GRANTORS,

NOW, THEREFORE, in consideration of said benefits, and further consideration of \$ 2,400.00  
and other valuable considerations, GRANTORS hereby release the DEPARTMENT, its successors and assigns, from any and all claims for damages by reason of the construction and maintenance of said utility facility across and through the lands of GRANTORS, and GRANTORS hereby give, grant, bargain, sell and convey unto the DEPARTMENT, its successors, and assigns, an easement for the construction and maintenance of a utility facility across and through the property of GRANTORS located in Mount Hermon  
Township, Pasquotank County, and being more fully described in a deed recorded in Book  
328 , Page 417 , Pasquotank County Registry, said easement being

COUNTY:   Pasquotank   WBS ELEMENT:   46887.2.1   TIP/PARCEL NO.:   R-5807 021  

described as follows:

Point of beginning being S 40°06'28" W, 2429.43 feet from monument "KING1" having North Carolina State Plane coordinates (NAD83) of Northing 938377.29, Easting 2812085.61; thence from the Point of beginning to a point on a bearing of N 56°11'52" W 4.12 feet thence to a point on a bearing of N 80°15'51" E 25.22 feet; thence to a point on a bearing of S 24°20'24" W 17.61 feet; thence to a point on a bearing of N 56°11'52" W 16.95 feet; thence along a curve 0.157 feet and having a radius of 0.050 feet. The chord of said curve being on a bearing of N 56°11'52" W, a distance of 0.10 feet returning to the point and place of beginning. Having an area of approximately 0.004 acres.



The final right of way plans showing the above described area are to be certified and recorded in the Office of the Register of Deeds for said county pursuant to N.C.G.S. 136-19.4, reference to which plans is hereby made for purposes of further description and for greater certainty.

Said permanent utility easement in perpetuity is for the installation and maintenance of utilities, and for the purposes for which the Department of Transportation is authorized by law to subject the same. The Department of Transportation and its agents or assigns shall have the right to construct and maintain in a proper manner in, upon and through said utility easement area(s) a utility line or lines, with all necessary pipes, poles and appurtenances, together with the right at all times to enter said utility easement area(s) for the purpose of inspecting said utility line or lines and making all necessary repairs and alterations thereon; together with the right to cut away and keep clear of said utility line or lines, all trees and other obstructions inside the utility easement area(s) and to cut, fell and remove any and all trees on the premises that are or may become tall enough, in The Department of Transportation and its agents or assigns' opinion, to endanger a line or other facility within the utility easement area(s) ("Danger Trees"). The Department of Transportation and its agents or assigns shall also have the right to access the utility easement area(s) and Danger Trees at any time and from time to time by vehicles, equipment, and pedestrians, provided that such access to the utility easement area(s) and Danger Trees from outside of the utility easement area(s) shall be confined to then-existing streets, roads, and driveways to the extent they provide sufficient access. The Department of Transportation shall also have the right to construct and maintain the cut and/or fill slopes in the above-described permanent utility easement area(s), and the right to use the permanent utility easement area(s) for additional working area during the above-described project. The underlying fee owner(s) retain(s) the right to continue to use the permanent utility easement area(s) in any manner and for any purpose, including but not limited to access and parking, provided that such use does not interfere with or disturb the permanent utility easement or utility installations. The Department of Transportation's acquisition of the permanent utility easement(s), by itself, does not constitute new control of access (C/A), and the subject property shall retain existing abutter's rights (if any) and existing points of ingress and egress (if any) not affected by other takings on the subject property. Furthermore, upon completion and acceptance by the Department of Transportation of the above-described project, utilities or appurtenances within the permanent utility

COUNTY:   Pasquotank   WBS ELEMENT:   46887.2.1   TIP/PARCEL NO.:   R-5807 021  

easement(s) shall not be added or modified to i) obstruct the subject property's access point(s), and/or ii) unreasonably interfere with the subject property's parking.

IN ADDITION, and for the aforestated consideration, the GRANTORS further hereby convey to the DEPARTMENT, its successors and assigns the following described areas and interests:

Temporary Construction Easement described as follows:

Point of beginning being S 40°06'28" W, 2429.43 feet from monument "KING1" having North Carolina State Plane coordinates (NAD83) of Northing 938377.29, Easting 2812085.61; thence along a curve 0.079 feet and having a radius of 0.050 feet. The chord of said curve being on a bearing of S 11°11'52" E, a distance of 0.07 feet thence to a point on a bearing of S 33°48'08" W 51.29 feet; thence to a point on a bearing of N 56°29'08" W 13.00 feet; thence to a point on a bearing of N 33°48'08" E 43.02 feet; thence to a point on a bearing of N 80°15'51" E 12.18 feet; thence to a point on a bearing of S 56°11'52" E 4.12 feet; returning to the point and place of beginning. Having an area of approximately 0.014 acres.

It is understood and agreed that the DEPARTMENT shall have the right to construct and maintain the cut and/or fill slopes in the above-described area(s) until such time that the property owners alter the adjacent lands in such a manner that the lateral support of the cut and/or fill slopes are no longer needed. Any additional construction areas lying beyond the right of way limits and beyond any permanent easement areas will terminate upon completion of the project. The underlying fee owner shall have the right to continue to use the Temporary Easement area(s) in any manner and for any purpose, including but not limited to the use of said area for access, ingress, egress, and parking, that does not, in the determination of the DEPARTMENT, obstruct or materially impair the actual use of the easement area(s) by the DEPARTMENT, its agents, assigns, and contractors.

This easement is subject to the following provisions only:

The undersigned property owners request that the DEPARTMENT enter upon our lands outside the right of way to the extent necessary for the reconnection of our driveway and we will have no further claim as a result of said reconnection.

There are no conditions to this EASEMENT not expressed herein.

To HAVE AND TO HOLD said perpetual easement for highway purposes unto the DEPARTMENT, its successors and assigns, and the GRANTORS, for themselves, their heirs, successors, executors and assigns, hereby warrant and covenant that they are the sole owners of the property; that they solely have the right to grant the easement; and that they will forever warrant and defend title to the same against the lawful claims of all persons whomsoever;

COUNTY:   Pasquotank   WBS ELEMENT:   46887.2.1   TIP/PARCEL NO.:   R-5807 021  

The Grantors acknowledge that the project plans for Project #   46887.2.1   have been made available to them. The Grantors further acknowledge that the consideration stated herein is full and just compensation pursuant to Article 9, Chapter 136 of the North Carolina General Statutes for the acquisition of the said interests and areas by the Department of Transportation and for any and all damages to the value of their remaining property; for any and all claims for interest and costs; for any and all damages caused by the acquisition for the construction of Department of Transportation Project #   46887.2.1  ,   Pasquotank   County; and for the past and future use of said areas by the Department of Transportation, its successors and assigns for all purposes for which the said Department is authorized by law to subject the same.

COUNTY:   Pasquotank   WBS ELEMENT:   46887.2.1   TIP/PARCEL NO.:   R-5807 021  

IN WITNESS WHEREOF, GRANTOR, pursuant to a resolution dated \_\_\_\_\_, has caused this instrument to be signed in its corporate name by its MAYOR, its corporate seal hereto affixed, and attested by its CITY CLERK, by order of the ELIZABETH CITY CITY COUNCIL, this the day and year first above written

This instrument does not transfer the herein described interests unless and until this document is accepted by an authorized agent of the Department of Transportation.

THE CITY OF ELIZABETH CITY

BY: \_\_\_\_\_  
E. Kirk Rivers, Mayor of Elizabeth City

Attest: \_\_\_\_\_  
April D. Onley, (City Clerk of Elizabeth City)

ACCEPTED FOR THE DEPARTMENT OF TRANSPORTATION BY: \_\_\_\_\_

(Official Seal)	North Carolina, _____ County
	I, _____, a Notary Public for _____ County, North Carolina, certify that
	April D. Onley _____ personally came before me this day and acknowledged that she is the CLERK of the CITY OF <u>  Elizabeth City  </u> , and that by authority duly given, the foregoing instrument was signed in its name by its MAYOR of the CITY OF Elizabeth City, sealed with its corporate seal, and attested by April D. Onley _____ as its CITY CLERK.
	Witness my hand and official seal this the _____ day of _____, 20 _____.
	_____ Notary Public
	My commission expires:



VENDOR REGISTRATION FORM  
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

Pursuant to Internal Revenue Service (IRS) Regulations, vendors must furnish their Taxpayer Identification Number (TIN) to the State. If this number is not provided, you may be subject to a 24% backup withholding on each payment. To avoid this 24% withholding and to ensure that accurate tax information is reported to the Internal Revenue Service and the State, please use this form to provide the requested information exactly as it appears on file with the IRS.

NAME ON FORM IS REQUIRED TO BE THE LEGAL ENTITY OR INDIVIDUAL NAME DOING BUSINESS WITH NCDOT:  
INDIVIDUAL AND SOLE PROPRIETOR - ENTER NAME AS SHOWN ON SOCIAL SECURITY CARD  
CORPORATION OR PARTNERSHIP - ENTER YOUR LEGAL BUSINESS NAME

NAME: The City of Elizabeth City

(NAME OF COMPANY OR INDIVIDUAL REGISTERED TO THE PROVIDED TAX ID)

PHYSICAL ADDRESS: STREET/PO BOX: 302 E. Colonial Avenue

CITY, STATE, ZIP: Elizabeth City NC 27909

DBA / TRADE NAME (IF APPLICABLE):

BUSINESS DESIGNATION:  INDIVIDUAL (use Social Security No.)  SOLE PROPRIETOR (use SS No. or Fed ID No.)  
 CORPORATION (use Federal ID No.)  PARTNERSHIP (use Federal ID No.)  
 ESTATE/TRUST (use Federal ID no.)  STATE OR LOCAL GOVT. (use Federal ID No.)  
 OTHER / SPECIFY Municipality

SOCIAL SECURITY NO. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ (Social Security #)

OR

FED.EMPLOYER IDENTIFICATION NO. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ (Employer Identification #)

COMPLETE THIS SECTION WITH CHECK MAILING ADDRESS AS IT APPEARS ON INVOICES:

REMIT TO ADDRESS: STREET / PO BOX:

CITY, STATE, ZIP:

Participation in this section is voluntary. You are not required to complete this section to become a registered vendor. The information below will in no way affect the vendor registration process and its sole purpose is to collect statistical data on those vendors doing business with NCDOT. If you choose to participate, circle the answer that best fits your firm's group definition.

What is your firm's ethnicity? ( Prefer Not To Answer,  African American,  Native American,  Caucasian American,  Asian American,  Hispanic American,  Asian-Indian American,  Other: \_\_\_\_\_ )

What is your firm's gender? ( Prefer Not to Answer,  Male,  Female) Disabled-Owned Business? ( Prefer Not to Answer,  Yes,  No)

IRS Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. person (including a U.S. resident alien).

The IRS does not require your consent to any provision of this document other than the certifications required to avoid backup withholding. For complete certification instructions please see IRS FORM W-9 at <http://www.irs.gov/pub/irs-pdf/fw9.pdf>.

NAME (Print or Type)

TITLE (Print or Type)

SIGNATURE (Typed, fonted and scripted signatures are not acceptable. DocuSigned signatures are accepted)

DATE

PHONE NUMBER

TIP/Parcel:U-5939 021

EMAIL

To avoid payment delays, completed forms should be returned promptly to:

NC Department of Transportation  
Division One Right of Way  
230 NC 42 West  
Ahoskie, North Carolina 27910  
FAX (252) 332-3040