



TO: Mayor and City Councilors

FROM: Rich Olson, City Manager

REF: FYI ~ Week Ending October 15, 2010

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1. Planning and GIS staff attended the School of Government class last week on voting redistricting, which the City will have to address in 2011 once the new census information is released in April. Since Elizabeth City is classified under Section 5 of the Voting Rights Act, the Department of Justice will have to approve any modifications to the current voting wards. There will be a short window to accomplish major requirements if we are to meet the filing deadline for the October elections. Major emphasis will be on equalizing population in each ward (10% rule), maintaining two majority minority wards, citizen participation, public meetings, developing several versions of revised voting districts while maintaining compact districts and avoiding the "bug splatter" districts. There are several areas of the City where there are improved lots, but no homes have been built. The Council wards may only be based on existing population as established during the 2010 Census. The Department of Justice will have 60 days to either approve or deny our submission. If the City cannot get approval before the filing deadline in July, we will have to wait until February 2012 to hold elections. This could mean that the current Council will hold their seats additional time and the newly elected Council will serve less than a two year term. Most likely in May, staff will provide the City Council with several alternative ward layouts in an effort to begin dialog on this important issue. Elizabeth City/Pasquotank County is among the 40 counties in North Carolina that are subject to preclearance by the Department of Justice.
2. As you are aware, over the past several years I have advised Council of the extreme deficiencies in the City's Unified Development Ordinance. The most recent discussion is the number of permitted uses without definitions. The American Planning Association has published a book entitled "A Planners Dictionary" and I have instructed Planning Staff to initiate a text amendment to make reference to this publication a part

of the ordinance. This reference is similar to references we have made in other ordinances such as the uniform traffic code, electrical code, building code and plumbing code.

3. There was an electrical outage at ECSU on Thursday, October 7 around 6:30 a.m. The Electric Department received two open and close operation pages to alert us that there was a problem. The Electrical Crew responded to Weeksville Substation Circuit # 1; and upon arriving at the metering point to ECSU, the crew found a cut-out that was blown. After further investigation, the crew also discovered a bushing insert blown within the switchgear that is located at the ECSU Generator Plant. ECSU advised that they were in the process of switching feeds around to isolate the old pharmacy trailers. The outage occurred when they tied the two feeds together. ECSU also had three of their fuses blown within their switchgear equipment. Karl Clow has informed me that the well for the bushing is damaged beyond repair and has recommended that the gear be replaced. At this time, Karl is researching for a replacement gear. By replacing this switchgear, the City will need to install a temporary feed for the campus. I will continue to keep the City Council informed on this issue.
4. The City has received the bi-annual report on the inspection of City bridges. For the current report, the inspectors only evaluated the bridge over Knobbs Creek at Providence Road. The other City bridge over Charles Creek is being reconstructed. This year the inspection was completed by Kisinger Campo & Associates Corp. The report summary is that the bridge on Providence Road is in fair condition and the inspector told us that there were no concerns about the structural integrity of the bridge. The bridge has been posted and the posting changed from 17/24 to 13/25, which means that the posting for cars and small trucks went down (more restrictive); but the postings for large trucks and semi's went up (less restrictive). The inspector told us that the posting was not changed because of a change in the condition of the bridge but because the legislated standards for bridge postings had changed. The bridge report contained five recommendations for maintenance and repairs to the bridge. All were minor in nature and will be taken care of by the Public Works Department in the next 30 days.
5. This morning, the Urban Forestry Commission and the City celebrated Arbor Day by planting a flowering cherry tree at Elizabeth Street (Triangle) Park. The tree was donated by Mary Lou McEver in memory of her brother and sister-in-law, Charlie and Jingle McEver. I would like to thank Councilwoman Betty Meggs for speaking at today's ceremony as well as Mike Cox, Chairman of the Urban Forestry Committee, Tom

Campbell of the Pasquotank Cooperative Extension Service, Master Gardener Don Campbell and Councilwoman Anita Hummer for all their work with Arbor Day, the Urban Forestry Commission and working to make our City a Tree City USA for the second year.

6. The Parks and Recreation Department is working on the City's plans for the 2010 Veterans Day Ceremony at Mariners' Wharf Park. The Department has purchased new military flags that will be displayed at the park for the ceremony in November. Bobbi White, Jeffrey Simpson and Jeff Simpson are working with Amy Durden, GIS Coordinator to develop several plans for a permanent memorial to be built at the park located on Water Street at the foot of the Pasquotank/Camden Bridge. This Memorial Park will be developed after the completion of the Elizabeth Street Project and the building of the new Pasquotank/Camden Bridge.
7. The Historic Preservation Commission approved application HP-27-10 presented by Rebecca Cross representing the City of Elizabeth City/ECDI last night during their monthly meeting. The applicant proposed the installation of 15 "Wayfinding" directional signs in the downtown area and public parking areas. There was a provision in the motion that any major changes to the design or location should be presented to the Planning Department. The project was supported by the City Council at an earlier Council meeting when submission of an application for City TDA funding for this project was authorized.
8. Dempsey Benton, who heads the North Carolina Office of Economic Recovery and Investment, visited Elizabeth City this week to inspect the Well Field Expansion Project and to discuss with staff our experience with the administrative compliance process of the stimulus grants that we received. During his visit, we went out to the expanded well field area, although at this point there is not much to see. Mr. Benton was happy to know that the work is substantially complete and that we have scheduled a start up for the wells next week. Mr. Benton enjoyed his visit to the City as he reminisced with us about his tenure as City Manager here some 35 years ago.
9. On Thursday, Mr. Jerry Polk, a Special Agent with the Inspector General's Office of the US Environmental Protection Agency, visited the City to follow up on a couple of items that were reported on the previous EPA compliance inspection completed a couple months ago relative to the ARRA Grant the City received for the Well Field Expansion Project. Mr. Polk's primary inquiry concerned the "Buy American" conditions of the grant the City received. There was concern about a "Made in China" label on a test fitting that was used by the contractor and observed by the

inspection team; and a "Made in Mexico" label on a dry transformer that the City purchased for the well field. Neither of the parts that were made outside of the United States were part of the contractor's deliverables for the project, and we believe that Mr. Polk was satisfied with the information he got from this visit. Mr. Polk will also be meeting with the engineer and the contractor sometime next week to complete his work.

10. The North Carolina Logistics Task Force, chaired by Lt. Governor Walter Dalton, will meet in Elizabeth City on Monday, October 18 from 11:00 a.m. to 3:15 p.m. to hear from a variety of economic development and transportation experts about the needs of the northeastern region of the state. After the meeting, Dalton will tour the Elizabeth City State University Air Traffic Control Tower Simulator. The tour will highlight the importance of the aerospace industry to the economy of this region of the state. The mission of the Logistics Task Force is to ensure that North Carolina has the necessary foundation to remain competitive in the global economy. The members of the Task Force are focusing on reviewing the state's transportation system and identifying potential areas for improvement in the state's current policy approach. The Task Force is studying the critical relationship between commerce and infrastructure to ensure the seamless movement of people, goods, and information throughout the state and beyond.
11. The Elizabeth City Police Department will again sponsor a safe Halloween Treating event this year for children ages 12 and under at the Police Department on October 31 from 5 p.m. to 8 p.m. Candy and door prizes will be given away.
12. The Elizabeth City Police Department's Police Athletic League continues to provide athletic and other enrichment activities for the youth in our area. Chief Crudup advises that the mission of the Police Athletic League is to provide alternatives to crime by providing youth athletic and enrichment programs; to assist our area's youth to grow and develop in positive ways; to afford our youth the opportunity to experience cultural activities; and to foster mutual respect between the police and the citizens of Elizabeth City. During the summer months the Police Athletic League sponsored several activities including a Volleyball & Cheerleading Camp and a "Youth Challenge" Camp. The following is a list of current PAL activities:
 - The Rampage Football League plays every Saturday. For a list of home and away games, please contact Marqita Williams, PAL Coordinator, at (252)335-4321.

- There will be a "Trick or Treat with PAL" event on Thursday, October 28, 2010 in the former ECMS Gymnasium from 5:00 p.m. until 7:00 p.m.
- The Oriental Sports Academy will be having a youth sleepover in the former ECMS Gymnasium beginning Friday, October 29, 2010 at 5:00 p.m. and ending Saturday, October 30, 2010 at 10:00 a.m.
- There will be a PAL High School Dance in the former ECMS Gymnasium on November 5, 2010 beginning at 8:00 p.m.

For more information about these events and/or to learn more about the Police Athletic League, feel free to call the Elizabeth City Police Department at (252)335-4321.

13. The first Annual Albemarle Outdoor Family Adventure Day was held at Fun Junktion last Saturday, October 9 from noon until 4:00 p.m. Approximately 1,500 kids and adults attended throughout the day. Each child (16 and younger) who attended the Adventure Day was given a free hot dog and chips and everyone was given a free soda and popcorn. Events included fishing, canoeing, archery, camping, horseback riding, dog retrieving, skeet shooting, scientific water testing and a wildlife display. This event was hosted by the North Carolina Wildlife Resources Commission and the Elizabeth City/Pasquotank County Parks and Recreation Department with event sponsors NC Wildlife Resources Commission Enforcement, Pasquotank County 4-H, OBX Wildlife Education, Port Discover, Albemarle Wildlife and Conservation Chapter, Boy Scout Shiloh Troop 158, Northeastern High School FFA Hunter Safety, Albemarle Chapter Quail Unlimited, Albemarle Homeschool Hunter Safety Team, and the Albemarle Retriever Club. Pepsi Cola of Elizabeth City donated all the Pepsi products that were distributed to everyone at no charge.

14. Upcoming Event Reminders:

- Board of Zoning Adjustments, Tuesday, October 19 at 5:30 p.m. in Council Chambers
- City Council Work Session at 5:30 p.m. and Regular Session at 7 p.m. on Wednesday, October 27

RCO/vdw