



# MEMORANDUM

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

**From:** Rich Olson, City Manager  
Joseph Pearce PE CFM, Public Utilities Director

**Date:** February 23, 2018

**Re:** Consideration - Stormwater Ditch Cleaning – Halstead Boulevard

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***BACKGROUND:***

The City owns and operates a stormwater conveyance system in the Tanglewood area. This City's public stormwater system discharges into a series of privately-owned stormwater ditches before the stormwater discharges into "Waters of the United States" (WOTUS). Last fall, the stormwater devices in the Tanglewood area did not properly drain for several reasons, including beaver dams and obstructions in the privately-owned stormwater ditches. The beaver dam was removed; however, the property owned by Sunnyside Management had trees growing in the ditch bottom. It appears this ditch had not been maintained for at least 10 years. The farmer leasing the Sunnyside Management property used heavy equipment to trim the tops of the vegetation in the ditch. The ditch works sufficiently for the farmer, but may cause issues for the upstream properties.

***ANALYSIS:***

Sunnyside Management has provided the City with a temporary construction easement to allow the City to remove the obstructions and regrade the ditch; however, Elizabeth City's backhoe is too small for this work. Elizabeth City received three informal bids to regrade 1745 feet of ditch. The low bidder was Parks Land Development, Inc. for \$7,850. The other bids came in at \$12,950 and \$17,000. As the brush was recently cut, the regrading of this ditch should be completed before spring growth starts.

The 2018 fiscal year budget for the stormwater fund included \$98,007 in contingency; and more than \$50,000 of these funds are not yet allocated.

***FINANCIAL:***

The Finance Committee discussed this matter during their February 22, 2018 meeting. Upon motion made by Councilwoman Young, seconded by Councilwoman Hummer, the Committee unanimously recommended approval by the City Council.

***STAFF RECOMMENDATION:***

By motion, approve that \$10,000 be allocated from the stormwater contingency fund to the stormwater contracted services budget for ditch cleaning and grading; and approve the attached budget amendment.



## BUDGET AMENDMENT

BE IT ORDAINED by the City Council of the City of Elizabeth City that the following amendment be made to the annual budget ordinance for fiscal year ending June 30, 2018:

SECTION I. That the Stormwater Fund Contracted Services (348500.4500) be increased by \$10,000.

That the Stormwater Fund Contingency (348500.6000) be decreased by \$10,000.

(To amend budget for cleaning ditch on Halstead Blvd to allow clear access for stormwater flow.)

ADOPTED, this 26<sup>th</sup> day of February 2018.

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Bettie J. Parker  
Mayor

**Attest:**

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April D. Onley  
Interim City Clerk