



# MEMORANDUM

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**TO:** Mayor and City Councilors

**FROM:** Rich Olson, City Manager  
Larry M. Mackey, Fire Chief

**DATE:** November 17, 2014

**REF:** Consideration – Authorization to Conduct Live Fire Training

***BACKGROUND:***

On behalf of the City of Elizabeth City, Parks and Recreation Director Bobbi White is requesting the Elizabeth City Fire Department to utilize for Live Fire Training the structure located at 708 Riverside Avenue. This structure is owned by the City of Elizabeth City and meets the criteria for the Elizabeth City Fire Department's Live Fire Guidelines.

***ANALYSIS:***

This structure provides the opportunity for live fire training for the department's newer personnel. The live fire evolution will be executed at a time that will minimize traffic concerns as well as accomplish multi-company drills. The projected date is December 19, 2014, as weather conditions permit. City Ordinance Section 34 – 29, Criteria for Live Burn Training will be adhered to.

***STAFF RECOMMENDATION:***

By motion, authorize the City of Elizabeth City Fire Department to use the structure owned by the City of Elizabeth City at 708 Riverside Avenue for live fire training.

LM/vdw