



# The Village of Bald Head Island

## MEMORANDUM

**Date:** March 28, 2008

**To:** Mayor and Council

**From:** Chris McCall, Assistant Village Manager/Development Services Director

**Cc:** Calvin Peck, Village Manager  
Department Heads

**Re:** Weekly Status for 24 - 28 MAR 2008

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- **Middle Island Sewer Assessment** – Staff mailed out public hearing notices to all properties listed on the preliminary assessment roll on Tuesday 3/25. Interim Village Clerk Debbie Talbert certified that notices went out by first class mail. Staff contacted property owners in question of property being under a conservation easement.
- **NC International Terminal** – Mayor and Village Manager attended a meeting with the NC Ports Authority at the Brunswick County Government Complex on Friday. Bill Bennett, Vice President of Port Planning and Development, gave a presentation on new data resulting from the business plan recently completed by CH2M Hill, the engineering and design firm hired by the Ports Authority.
- **08-09 Budget** – Department Heads continue to work on budget preparations and have submitted to the Finance Director all requests for expenditures for the upcoming fiscal year.
- **Village Clerk Position** – The Village Clerk position has been posted on the Village website and advertised in the newspaper.

### Important Dates for next week:

1. Stephen at NC Electrical Institute Class on 4/1 & 4/2
2. Chris & Daralyn at CAMA LPO Training on 4/2 & 4/3
3. Calvin at NCBIWA Meeting on 4/2 – 4/4