

**VILLAGE OF BALD HEAD ISLAND  
VILLAGE COUNCIL RETREAT**

January 25- 27, 2009  
Litchfield Plantation  
Kings River Road  
Pawley's Island, SC 29585

**COUNCILORS IN ATTENDANCE:** Mayor Larry Lammert  
Mayor Pro Tempore Andy Sayre  
Councilor Gene Douglas  
Councilor Art Morris  
Councilor John Pitera

**STAFF PRESENT:** Calvin R. Peck, Jr., Village Manager  
Village Attorney, Charles Baldwin  
Chris McCall, Assistant Village Manager/ Director of Development Serv.  
Daralyn Spivey, Administrative Assistant for Development Services  
Interim Village Clerk, Debbie Talbert (recording minutes)

**OTHERS PRESENT:** Joyce Fulton, BHI Limited Director of Communications  
Leamon Brice, Town Manager of Davidson, NC

1. **Call to Order & Approval of Agenda**- Mayor Lammert called the January 25, 2009 at 3:00 p.m. Council Retreat to order. Councilor Douglas made a motion to approve the Retreat Agenda as presented. In a voice vote, all voted in favor. **(MOTION CARRIED 5-0)**
2. **Board of Assessment**- Leamon Brice gave a presentation with the purpose to make a stronger team and learn how to make groups work better together. Expectations covered in the meeting as follows:
  - ✓ **The Mayor will send an update from the leadership meetings to the board following the meeting**
  - ✓ **If a Councilmember has questions about the leadership meetings before receiving the Mayor's update, he will call the Mayor for clarification**
  - ✓ **When the Mayor sends a proposed letter for review, Board members will respond if only with a simple ok**
  - ✓ **If the Mayor receives comments on a proposed letter, he will discuss the comments with the Board member proposing changes**
  - ✓ **We will not raise old issues or incidents, but will move forward with a fresh start**
  - ✓ **We agree to ask the hard questions on issues to make sure everyone's point of view is covered**
  - ✓ **Each Board member will review and edit the Davidson Vision and Mission Statement to fit Bald Head Island and discuss at future meetings**
  - ✓ **The Bald Head Island Board will strive to work with local and regional organizations**
  - ✓ **The Board will strive to recruit and include more citizens on committees and advisory boards**

- ✓ **The Board recognizes the limited number of volunteers available to serve on committees and will be sensitive when creating or continuing committees**
- ✓ **The Board recognizes the difficulty communicating with citizens and will strive to target citizens for notice when an issue affecting them is on a board agenda**
- ✓ **The Board will evaluate the effectiveness of the police service survey and consider using it for other services and the proper frequency**

The Council was asked how they feel about the Island and being Councilmembers.

Mayor Lammert stated being involved with finances that are involved with the Island and making the Island a better place to live.

Mayor Pro Tempore Sayre stated he wanted to become more involved with the community and contribution.

Councilor Douglas stated he was concerned with the community and decided to become more involved.

Councilor Morris stated he wanted to be more involved with the community.

Councilor Pitera stated he wanted to be a part of the solutions and making the community better with the environment issues and preservation.

Council agreed that making decisions for the Island is the Main Goal.

- 3. Adjourn** - Mayor Lammert entertained a motion for adjournment at 6:00 p.m., with Councilor Morris making the motion. In a voice vote, all voted in favor.

**(MOTION CARRIED 5-0)**

**VILLAGE OF BALD HEAD ISLAND  
VILLAGE COUNCIL RETREAT  
DAY 2  
Carriage Club House Meeting Room**

- 1. Call to Order-** Mayor Lammert called the January 26, 2009, at 8:00 a.m. Council Retreat to order.
- 2. Board Self Assessment-** Leamon Brice spoke with the Council and gave them the opportunity to discuss issues concerning the Island. The Council discussed the different ways to inform the public about important issues. Options included mass mailings, recorded phone messages, special meetings, where this would occur quarterly. Leamon Brice finished by saying these goals that have been set need to be looked at and updated on a yearly basis. The Council thanked him for his time and working with the Council.
- 3. Establish the 2009 Village Council Meeting Schedule/ Meeting Content-** Mayor Lammert had Council look at the schedule for the 2009 year to verify the meetings. All agreed.

Calvin presented a power point for needs assessment plan and visioning for the Council.

**Administration**

Calvin discussed the Projected Fund Balance for June 30, 2009. He stated this would include the Post Audit Fund Balance would project in the General Fund and this would increase the Fund Balance.

There was a discussion with the funds being invested and how to increase rates. Also, a discussion with re-financing the Utility loan and get a lower interest rate and save the Village a considerable amount of monies. Calvin explained to the Council that the Utility Fund will be in the negative situation due to lower revenue.

There was discussion explaining reduced expenses for 2008/2009 Fiscal year in the area of Stormwater management, paving projects, and median maintenance. The economy, the ICE revenue has dropped 35% with fewer vehicles on the Island and lower fees.

Calvin spoke in reference to the property taxes. He stated that the Village has collected 92% of taxes as of January 21<sup>st</sup>. Calvin stated that the feedback from citizens on billing from Brunswick County is positive. They like only having to pay one tax bill to Brunswick County, instead of paying at Village Hall and Brunswick County. The Village is working with Brunswick County and trying to prepare a wire transfer of monies on a monthly basis for the collection of taxes.

Calvin discussed with the Council that Room Occupancy Taxes did well this year even due to sluggish economy. Mayor said he has discussed with Limited and Brunswick County in reference to having better advertisements with Bald Head Island and using the accommodation taxes from Brunswick County. After speaking with Brunswick County

Commissioners, they suggested he contact the Director of Tourism. The Mayor is following through with contact.

Calvin discussed the previous efficiencies that have been accomplished. The successful appeal of NFIP Flood Maps was significant savings for the Village as well as the citizens and property owners. Calvin stated the Broadband system cover all Village Government buildings and all 911 phones at the beach accesses.

Calvin stated the Health Saving Accounts for employees of the Village is still being worked on and is a working progress. BlueCross Insurance has extended the no cost for generic medicine for this insurance plan.

Calvin explained how hiring a mechanic for Public Works is benefiting the Village. He explained the cost savings of not having to send vehicles off the island and that the services done on the Village vehicles are better maintained.

Calvin stated that the Human Resource dept. for the Village is working towards being more professionally run organization.

Calvin stated Chris has received a new plotter and the rebuilt plotter has been sent to Public Utilities for Ken to use.

The radio read water meters project is not going to be completed this year but should be completed the 2009 budget year. Calvin explained that the radio read water meter will be beneficial for the Utilities dept. to collect information on a timely manner.

#### **Development Services**

Calvin showed the Council how Development Services has a drop in permits for new construction in 2008, yet there is still activity with permits, rebuild, and inspections. Inspections are being done on a high number of renovations/remodels and on-going customer services on a number of issues to property owners and contractors including construction issues, zoning, floodplain and tree protection. Calvin stated the duty of Development Services Administrative Assistant: maintains Creek Access (Annual permitting) with 107 creek permits issued and 25 on waiting list, she assist with Postal duties filling in absence of Postmistress, also leads in monitoring/maintaining Village Wellness Program initiated in F/Y 08-09, inc converted old Utilities office into Wellness Workout Facility.

Chris McCall discussed the CAMA Land Use Plan action items (as priorities are set)

The first is to develop Shoreline Access Plan and update the Village Zoning Ordinance. Chris stated he will recommend in this year's budget to update the Village Zoning Ordinance and to research the funding for this project and could be researched by the Planning Board Committee. Chris stated that the ordinance does have discrepancies in the definition table that conflicts. He also stated there have been request for different types of uses on the Island that is not currently in the usage table for Traditional use permitting or Special use permitting for certain types of businesses that may want to be established on the Island. Chris stated that the Hazard Mitigation Plan needs to be updated every 5 years to remain FEMA compliant and was done in 2004. The E-Grant with NC Emergency Management for funding has been submitted. Development Services is maintaining the Geographical Information System (GIS) Geodatabase with continuous improvement being done.

**Fire/EMS**

Calvin spoke on Fire/EMS that there will be additional Firefighter/EMT added January 2009. This required ¼ cent property tax increase for 2008/09 and 1 cent additional property tax in future. Stating when Captain Kiser retires, replacement will consist of FF/EMT and 1 more per shift and will make 3 personal per shift. Calvin told Council that the Middle Island Fire Station will require expansion yet this is considered long term and is not the most pressing need for the Island. Short Term needs were discussed that the Fire Department has added additional space for sleeping quarters where the workout room was and this will be for the shift leader. The new workout room has been set up at the old Utilities building for the Village employee's use. Medium Term needs are sleeping quarters for the staff. The bays on the building are in good condition but there are concerns with the back of the building and how safe it is. Long Term needs is for a new station with additional bays for build out. Calvin expressed the concern of the Fire Department and the need for improvement. Calvin stated the Fire Department needs no additional vehicles in Medium Term and the replacement of 1996 Ladder truck is not needed in Medium Term. The Radio communication/ pager do have problems and do not work well on the Island. There are areas where the pager and radios do not pick up and this is an issue that is being looked into. There was a discussion with the Auto Dialer stating that it was a good system and it would possibly be used for more communication in the future. Calvin stated the Monitored Fire Alarm works well on the Island, yet there are still Island issues occurring. The requirement that the alarm be monitored is occurring yet some of the persons who own property on the Island will disconnect the base phone line and the system will not work properly. The Mayor has concerns on the requirement of having a Knox box by all owners of the Island. Council discussed different options for adding on or re-building of sleeping quarters for the Fire Dept. and agreed to discuss further at the February Council work session.

**Police**

Calvin discussed that the Police Department would not be receiving a vehicle this year. The Council asked Calvin if the Hybrid vehicle is doing well. Calvin stated the next vehicle purchase would defiantly be hybrid or electric. Calvin explained vehicles would be purchased in Medium Term.

Collection of ICE by Limited is going well. This change has allowed for greater police presence. Calvin stated the Mid-level management in the Police Department has been doing restructuring in the department and it is going very well. Council agreed with the Lieutenants being very personable and receiving good comments around the Island.

**Public Works**

Calvin stated that Public Works would not be receiving a vehicle this year. The Backhoe would need replacement in Medium Term and possibly share with Utilities. Calvin stated that Public Works and Utilities are working together with their vehicles and this is saving monies. With having a mechanic on the Island, the barge costs are lower. Calvin stated he would like the Village to work with Limited on the recycling and collection cost of used oil. Due to the fuel cost on everyone, this would be beneficial to all. Calvin explained that Waste

Industries have a contract with the Village and when maintenance is done on the vehicles that stay on the Island, the Village has to pay for the Barge fees. Calvin suggested that the Village mechanic could do the maintenance on these vehicles and this would save the expense of barge fees. This contract is being negotiated with Waste Industries. Calvin and Council discussed the roads that need to be paved this year. There were concerns with Council when paving will begin and which roads will be done this year. Calvin is concerned with monies to do maintenance on roads. Calvin explained the ICE funds are used for anything dealing with roads. Mayor suggested that Public Works Committee research the roads that need to be paved for this year. Calvin stated the New Hope truck is being used for multi-task. He explained that when donations go off the Island, Public Works will pick up supplies needed on the mainland.

Calvin told Council the building expansion at Public Works & Utilities has extended the equipment life, because we are able to store them inside and giving less down time in the mornings.

**Utilities**

Chris discussed the active permits and non active permits and the difference of monies and charges. Council discussed the rate increase for permits and the concern with builders. After discussion, the Council decided the higher utility tap fees are in order and due to the amount owed to the utility and the rate cannot be lowered. Calvin recommended to Council not to lower the price. Mayor stated the contractors had the choice to pay prior to the rate going up and the contractors choose not to pay. Council suggested for Chris to send notices to the contractors of the price increase. The Council agreed the rate stays the same and the contractors are given a 6 week extension to pay and to leave the increase the same. Calvin discussed with Council the surcharge on customer water bills is to pay for the water lines. Council requested more information on the increase in water tap fees, with Calvin agreeing.

**14<sup>th</sup> Hole-** Calvin stated the major grading is done and the piping of the lagoons is completed. Calvin had given permission to work on the lagoon on Sunday for the preparation of the irrigation system. There was a discussion between Council of the order and delivery date of the sod. Calvin discussed the budget for the three projects. The first project for the 14<sup>th</sup> hole had an estimated cost of completion at \$425,000.00 which was significantly less.

**RO Line to Marina-** Calvin stated the utilities portion is completed and the contractor is awaiting the pipe to complete his portion. This project will cost \$215,000.00.

**3<sup>rd</sup> RO Unit-** Calvin has received notification that the 3<sup>rd</sup> RO is in transit. Calvin estimates that the Village will be producing RO by the end of February. This project cost was \$350,000.00.

The total cost came in at approximately \$990,000.00 and the Village budgeted \$1.6 million. The excess will be returned to the General Fund.

**Waste Water Treatment Plant-** Calvin explained to the Council the Long Term REU reduction. Calvin stated the re-rate of the water rates will increase the capacity per day to 475,000 gallons.

Calvin explained the procedure and the budget to the Council concerning the operation of the Waste Water Treatment Plant. Council had concerns with the modifications on the lagoons. The discussion concluded with the cost of operation and how to keep the WWTP operational.

**Well Head Survey-** Calvin spoke to Council in reference to the letter sent by The Club referring to the study of the Aquifer. The proposal with additional work being done with monitoring, surveying and well drilling is being done by Paul Hardee and Jim Cornette. The monitoring of this proposal will be \$140,000.00. This is the agreement with the Club and Calvin suggested with a \$600,000.00 savings from hole 14 project this proposal should be done. Calvin stated that this study has included all the wells on the Island including existing monitoring and irrigation wells and if they can be used.

**08/09 Projects-** Projects that were not completed or not done this year are as follows. The Water meters, Emergency Brunswick County Water Bypass and Lab Equipment are to be upgraded and completed for next year. Calvin stated on the Medium Term the cost of operation to Maintain Plant will cost the Village approximately \$80,000.00. For the Long Term plan, Calvin stated the major WWTP Plant Modification/ Expansion with the additional RO unit and 6 production wells will be approximately \$400,000. This would be a time frame of more than 5 years. Calvin and Council discussed a budget amendment of \$140,000 on Friday's Council meeting. Council suggested to Calvin to have the budget amendment in the amount of \$150,000. This budget amendment would include 3 components: Well Head Survey; Additional monitoring wells; Aquifer Study. The project will be paid for by transferring savings from Hole #14, RO Line and 3<sup>rd</sup> RO Unit project. Calvin told Council that he had spoken with Christian Preziosi. Christian had a meeting with the Wildlife Resource Commission and there was an objection to the soft groins on South Beach but the Commission was not concern with the objection and gave a verbal approval. Calvin states that this would be the last objection with a resource agency on a State level for the permit going forward as an EA. There was further discussion concerning obtaining a permit and timeframe. Suggestion was to make contact with George House and Eric Olsen to confirm the timeframe of obtaining permit for EA. All agreed.

**6. Discussion of Shoreline Stabilization for the future of Bald Head Island-**

Calvin discussed with the Council the type of financing for the Shoreline Stabilization. There was discussion on installment financing for 60 months. Calvin stated there has to be 40% collateral before the loan could be done we would need to combine the three projects on one loan. The three are sand placement, upgrading the sleeping quarters for Fire personnel, and the upgrade on the creek access. Calvin discussed the procedure for getting the GO bond. Calvin made the recommendation to Council of hiring the firm of Robinson, Bradshaw and Henson for GO Bond Council. The projected cost would be \$7000, 00. The Mayor and Council directed Calvin to discuss with Ed Lucas (Bond Attorney) on the GO Bond and verify if the Village can get rated or not. After further discussion, Council requested further research on the GO Bonds and the different types of financing.

There was discussion and concerns with the Jetty, Terminal Groins, South Beach, and the Harbor Groins. Council suggested to Charles Baldwin to speak with The Club and Limited. Charles stated Council participation is needed with Mayor Pro Tempore Sayre volunteering. There was a discussion with Council and Joyce Fulton on the groins and who should fix the damage. Joyce stated this is complex situation and the Attorneys for Limited are working on the task. Charles suggested having a meeting with Limited and The Club on this situation and Joyce agreed. The Mayor asked Charles to contact Ray Webb. All agreed.

Calvin discussed the status of East and West Beach. Calvin stated on East Beach the sand, fencing and plantings are doing well. However, West Beach has significant erosion.

Calvin and Mayor discussed the 2009 possibility of getting the sand over 825,000 cu yards from Wilmington Harbor Maintenance dredging. Calvin stated that Bald Head Island is not able to get the remainder of sand due to timeframe of Turtle Season. Further discussion of the dredging concluded with agreeing to speak with George House on Friday. Calvin told Council that Bald Head Creeks permit was almost complete. Calvin stated the prior permit did not have Archeological exploration done on the creek and explained that this is a requirement.

Jay Bird Shoals is one permit and Bald Head Creek is another permit, Calvin suggested that these should not be combined.

Council expressed concerns with the NCIT port study, with Charles stating studies are still being done and should be complete within 12 months. Council discussed with Calvin and Charles the Insurance rate increase. Charles was to review the Insurance Commission ruling.

**Adjourn-** Mayor Lammert entertained a motion for adjournment at 6:00 p.m., with Councilor Morris making the motion. In a voice vote, all voted in favor.

**(Motion carried 5-0)**

**VILLAGE OF BALD HEAD ISLAND  
VILLAGE COUNCIL RETREAT  
DAY 3  
Carriage Club House Meeting Room**

1. **Call to order** -Mayor Lammert called the January 27, 2009 Council Retreat to order at 8:30 a.m.
2. **Closed Session**- Mayor Lammert called the meeting to Closed Session at 8:35 a.m. Meeting came back to open session at 10:50 a.m.
3. **Discussion of Village Policy Issues-**
  - **Structures and Roads:** Mayor Lammert discussed the issues with the Killegray area. Mayor stated there is a request for the Village to take responsibility for the roads on Killegray from the POA and Council agreed that the roads were constructed as private roads and should not be taken over by the Village.
  - **Dogs:** Charles Baldwin discussed with Council that the County required the Village to adopt a Dangerous Dog Ordinance. Charles stated that to amend the Ordinance, the Village would have to have approval from the County. The Council agreed the Ordinance should be reviewed at a later date.
  - **Deer:** Calvin stated that Westervelt had originally given recommendation on a deer count. The cull of deer for this year was 56 doe and 15 bucks. The venison is going to the Southport Food Pantry. UNC researchers are still collaring deer for monitoring and working towards a permit through the Wildlife Resource Commission for experimental needle contraceptive program. The cost for going forward is \$8000 for permitting, \$70,000 for injections and treatment. Council is concerned with the cost and requested Calvin to speak with the Conservancy and have a contract in place with a time limit. The Director's salary was questioned by Council. Calvin explained to Council a contract was signed for 2 years. Calvin explained the duties of the Director and what was done for the Village. Calvin stated he would have the Conservancy place in writing the duties provided by the Director for the Village.
  - **Community:** Chris McCall discussed with Council the zoning procedures and requested Council to update the ordinance on zoning. Chris explained that with a grant the Village could hire a consultant for this task. Chris recommended the Planning Board Committee to research the procedures. Mayor suggested the Zoning Board should also be involved.
4. **Council Priorities**
  - 4.1 **Review 2008 Council Priorities Status-** Council discussed the status and updates are highlighted.

**2008 Council Priorities- Status Update**

**1. Sand Placement & Beach Stabilization**

- A. Engineered Beach Restoration Project
  - Funding
    - Municipal Service District Public Hearing/ Action will be Jan. 30 (Peter Ravella)
    - GO Bond vs. Installment Financing
  - Timeline
    - Permitting- Awaiting USAGE (NMFS) and DCM (WRC) Decision
- B. Channel Maintenance:
  - 2009 Project renegotiated- 825,000 cu yds
    - Start date Feb. 1, 09
  - Monitoring Survey
    - Done for 2008
- C. Marina Jetty Extension
  - Permitting
    - Limited holds permit
    - Attorneys discussing
  - Funding
  - Status/design update
- D. Beach Plantings (annual):
  - Finished for 2008- Significant Damage from storms
  - Budgeted for 2009
- E. Creek Channel
  - Permitting
    - EA ready to submit- holding till EA decision from USACE
  - Funding
  - Timing
  - Creek Dredge
  - Jetty
    - Design/ TBD
- F. NC International Port:
  - Communications
    - Design/ TBD
- G. 50 Year Shore Protection Plan:
  - Funding for Study
- H. Sand Management Plan
  - Renew
    - Following 2009 Placement on Oak Island and 2010 monitoring
  - Modification
- I. Harbor Terminal Groins
  - Village obtain/cost
    - Village Resolution

- Awaiting Limited

- Assess repair/maintenance plan
- Funding for repairs
- J. East & West Beach Sand Push
  - East Beach
    - Sand, Planting and Fence Complete
    - Project holding up well
  - West Beach
    - Sand Push Complete
    - Significant Erosion in short period
- K. External Relations
  - Brunswick Beaches Consortium (BBC)
    - Active participation
  - Dredge Material Management Plan (DMMP)
    - Attending meetings
  - NC Beaches Inlets and Waterways Association (NCBIWAY)
    - Peck on Board of Directors
  - US Army Corps of Engineers (USACOE)
    - Regular meetings
  - Division of Coastal Management (DCM)
    - Frequent visits
  - NC State Ports Authority (NCSPA)
  - State, Federal and Elected Officials
    - Annual visits to DC
    - Regular visits to Raleigh

## 2. Stormwater Management

- A. Conversion of Lagoon 3 to Stormwater
  - Obtain Easements
  - Connection with Lagoon 1
    - Major Permit Modification- after Ponds 4 & 5 complete
- B. Management of Localized Stormwater Retention
  - Acquisition of necessary easements
    - Ongoing
  - Pumps/Mains
    - Acquired/ Installed
  - Culverts
    - Project at Laughing Gull installed
    - Project on Edward Teach in Design
  - Swales
    - Ongoing

## 3. Utility Department

- A. Conversion to Village Operating Procedures
  - Ongoing

- B. Extension of Main Lines to Middle Island
  - Funding
    - Completed. 75% paid
  - Construction
    - Completed
  - Cooperation of other Island Entities
    - Completed
- C. Establish the Utility Committee
  - Ongoing as necessary
- D. Finalize Lagoon Agreement with Club and Association
  - Completed
- E. Update status on Insurance:
  - Completed

#### **4. Village Facilities**

- A. Public Works
  - Expansion
    - Completed
  - Grounds Maintenance
    - Ongoing
  - Recycle Center
    - Upgrading
- B. Village Hall Expansion
  - New architect
    - Hired. Bid opening 11-11
    - Redesign ongoing
    - Re-Bid February
  - Parking Availability
    - Included in Plan
  - Electronic Data Storage
    - Ongoing
- C. Centralized Fire Department
  - Land Acquisition
    - Acquired
    - Preliminary design completed
    - Need redo on design (not mainland project)
- D. Public Creek Access Facility Expansion
  - Land Acquisition
    - Acquired
    - Preliminary design completed
    - BHA Approval
    - PARTF Grant- Due Feb. 2
    - CAMA Grant- Ongoing
    - CAMA Major Permit- Ongoing
    - Need redo on design (not mainland project)

**5. Wildlife Management**

- A. Deer Herd Management
  - Infrared Study
  - Conservancy Deer Count Study
  - Wildlife Resources Commission (WRC) Permit
  - Education:
  - Support New Conservancy Study Efforts
    - Ongoing
- B. Alligator Management
  - Ongoing

**6. Harbor/Marina Development**

- A. Marina Concept Plan Subdivision
  - Timber Bridge
    - Permits acquired
    - Timing TBD
  - Road Realignment
    - On hold pending....
- B. Acceptance of Harbor Village Streets
- C. Groinfield Maintenance Investigation
  - Awaiting permit
- D. Beach Access Acceptance
  - Gazebo
    - Awaiting permit
- E. Marina Ownership
  - Investigate Ownership Leases
    - In discussion
  - Discussion with the Club:

**7. Commercial Design Guidelines**

- A. Work with Bald Head Island Limited to Develop Design Guidelines
  - No action
- B. Establish Ordinance or Private Deed Restrictions
- C. Public Hearing
- D. Commercial Property Association to Administer Design Guidelines

**8. Environmental Management**

- A. Median Maintenance
  - Live oaks on North Bald Head Wynd
    - Maintenance ongoing with replacements
  - SBHW: duplicate current design from Club to Laughing Gull Trail
    - Limited displayed alternate design
    - No action 2007/08
    - Action on hold for 2008/09
- B. Beach Vitex
  - Removal complete
  - Final plantings in progress

- Recommend sending Final Notice for Restoration/ Closeout

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C. Forest Management

- Pending action 2008/09

**9. Transportation/Parking**

A. Security Requirements for K-boat Operation

- Pending move to Deep Point

B. Deep Point

- May 2009(?)

C. Intra-Island Transportation

- On hold

D. On/Off Island Parking

- Work with Association to Determine Parking Locations

- Included in Village Hall Plans

**4.2 Establish Council Priorities for 2009-** Council discussed the updates for 2009 and changes are below in highlighted.

➤ **2009 Council Priorities**

**1. Sand Placement & Beach Stabilization**

A. Engineered Beach Restoration Project

- Funding
  - Municipal Service District Public Hearing/Action = Jan 30 (Peter Ravella)
  - GO Bond vs. Installment Financing
- Timeline
  - Permitting- Awaiting USACE (NMFS) and DCM (WRC) Decision

B. Channel Maintenance:

- 2009 Oak Island/Caswell Beach Project renegotiated- 825,000 cu yds
- Monitoring Survey

C. Marina Jetty Extension

- Permitting
  - Ltd holds permit
  - Attorneys discussing
- Funding
- Status/design update

D. Beach Plantings (annual):

- Beach Committee look at recommendations for new plantings
- Look at replacing perpendicular planting design on south beach

E. Creek Channel

- Permitting
  - EA ready to submit- holding till EA decision from USACE
- Funding

- Timing
- Creek Dredge
- Jetty
  - Design/TBD
- F. NC International Port:
  - Communications
    - Design/TBD
- G. 50 Year Shore Protection Plan:
  - Funding for Study
- H. Sand Management Plan
  - Renew
    - Following 2009 Placement on Oak Isle and 2010 monitoring
  - Modification
  - Push for meeting w/ Corps to discuss SMP (Larry/Andy work w/ Charles)
- I. Harbor Terminal Groins
  - Village obtain/cost
    - Village Resolution
    - Awaiting Ltd
  - Assess repair/maintenance plan
  - Funding for repairs
- J. External Relations
  - Brunswick Beaches Consortium (BBC)
    - Active participation
  - Dredge Material Management Plan (DMMP)
    - Attending meetings
  - NC Beaches Inlets and Waterways Association (NCBIWAY)
    - Peck on Board of Directors
  - US Army Corps of Engineers (USACOE)
    - Regular mtgs.
  - Division of Coastal Management (DCM)
    - Frequent visits
    - IHA Discussions/Legal Representation at CRC Meetings
  - NC State Ports Authority (NCSPA)
  - State, Federal and Elected Officials
    - Annual visits to DC.
    - Regular visits to Raleigh
  - BCC Liaison Committee/Relations
- L. Terminal Groin
  - Legislation
  - Design (Erik Olsen)
- 2. Stormwater Management**
- A. Conversion of Lagoon 3 to Stormwater
  - (1<sup>st</sup>) Obtain Easements
  - (2<sup>nd</sup>) Major Permit Modification – after Ponds 4 + 5 complete
  - (3<sup>rd</sup>) Connection w/ Lagoon #1

- B. Management of Localized Stormwater Retention
  - Acquisition of necessary easements
    - Ongoing
  - Culverts
    - Project on Edward Teach in Design
  - Swales
    - Ongoing
  - Additional Areas of Concern to Address
    - Ft. Holmes intersect w/ Stede Bonnet
    - BHI Club entrance
    - Area on WBHW (proximity to Estate Lot #7)
    - SBHW (between Stede Bonnet & Muscadine)

### **3. Utility Department**

- A. Extension of Main Lines to Middle Island
  - Funding
    - Completed. 75% paid
    - Complete Assessment Process

### **B. Aquifer Study**

### **4. Village Facilities**

- A. Village Hall Expansion
  - Redesign ongoing
  - Re-Bid (MAR '09)
  - Parking Availability
    - Included in Plan
  - Electronic Data Storage
    - Ongoing
- C. Centralized Fire Department
  - Analyze near term staffing needs ...
- D. Public Creek Access Facility Expansion
  - PARTF Grant- Due 2-2
  - CAMA Grant- Ongoing
  - CAMA Major Permit- Ongoing

### **5. Wildlife Management**

- A. Deer Herd Management
  - Transition to Non-Lethal Method
  - Education:
  - Review New Conservancy Study Efforts
    - Ongoing
- B. Alligator Management
  - Ongoing

### **6. Harbor/Marina Development**

- A. Bald Head Island Landing Subdivision
  - Timber Bridge
    - Permits acquired
    - Timing TBD

- Road Realignment
  - On hold pending .....
- B. Acceptance of Harbor Village Streets
- C. Groinfield Maintenance Investigation
  - Awaiting permit
- D. Beach Access Acceptance
  - Gazebo
    - Awaiting permit
- E. Marina Ownership
  - Investigate Ownership Leases
    - In discussion
  - Discussion with the Club:

**7. Commercial Design Guidelines**

- A. Unified Development Ordinance (Comprehensive Update of Zoning/Subdivision)
  - Zoning
  - Subdivision
  - Commercial Design Standards
    - Consistent w/ Island-wide POA Covenants (Stage I, II, MI)

**8. Environmental Management**

- A. Median Maintenance
  - SBHW: duplicate current design from Club to Laughing Gull Trail
    - Ltd displayed alternate design
    - Pending 2009/10 Funding in Budget
  - Median at Muscadine & SBHW
- B. Beach Vitex
  - Removal complete
  - Continued Monitoring
  - Final plantings in progress
  - Recommend sending Final Notice for Restoration/Closeout
- C. Forest Management
  - Conservancy Study – On-going

**9. Transportation/Parking**

- A. Security Requirements for K-boat Operation
  - Pending move to Deep Point
- B. Deep Point
  - May 2009
- C. On/Off Island Parking
  - Included in Village Hall Plans
- E. Delivery Rates to Island (i.e. Lowes Home Improvement)
  - Home delivery cost reduction

Joyce Fulton discussed with Council the progress of Deep Point. She advised Woody is working on emailing all members of the boards on the island for a tour in February. This would include giving an idea of the operation of Deep Point. Joyce concluded by saying the transition should occur in May 2009.

**5. Village Committees**

**5.1 Appointment/ Re-appointment of Committee Members**

- Transportation Committee- John Fisher- (re-appointment)
- Beach Committee- No openings
- Finance Committee- Barry Kane
  - John Knott- (re-appointment)
- Public Safety Committee- 2 Positions still available
- Public Works Committee- Peter Quinn
  - John May-(re-appointment)
- Liaison Committee- Bob Porter , Judy Porter
- Planning Board Committee- Brian Johnson- (re-appointment)

**(Motion carried 5-0)**

**5.2 Appointment of Committee Chairpersons**

- Mayor and Council discussed the appointment of Chairpersons and all agreed to stay with the same committees.

**5.3 Discussion of Committee Meeting Schedules:**

**Committee Schedules for 2009**

Beach-	2 <sup>nd</sup> Monday each month at 1:30 p.m.
Finance -	3 <sup>rd</sup> Monday each month at 8:45 a.m.
Public Safety-	3 <sup>rd</sup> Monday each month at 10:00 a.m.
Public Works-	1 <sup>st</sup> Friday each month at 9:30 a.m.
Transportation-	2 <sup>nd</sup> Tuesday every other month at 9:00 a.m.
Liaison-	2 <sup>nd</sup> Monday every month at 3:00 p.m.
Planning Board-	1 <sup>st</sup> Thursday every month at 1:30 p.m.
Zoning Board of Adjustments-	annual meeting in August/or as needed

**(Motion carried 5-0)**

#### **5.4 Charge of Committee Responsibilities for 2009**

##### **Beach Committee:**

- Continue beach monitoring; identify “hot spots,” etc.
- Review proposed Village acceptance of beach accesses prior to Council consideration; provide recommendations; prepare policy for future access acceptance; monitor program
- Consider appropriate signage for beach accesses; recommend facilities to be provided, if needed
- Monitor bulletins, warnings, rescue rings and Beach Vitex
- Continue monitoring beach vegetation needs; make recommendations
- Fertilization Program as per Jason Simmons
- Chair to attend meetings on related issues (i.e., Beach Consortium, etc.)
- Renew Village beach access priorities for rehab

##### **Finance Committee:**

- Continue to work on update of Five-year Financial Plan and fund balance report; prepare report for Council consideration by March of each year
- Continue effort to identify additional revenue sources
- Assess the services needed for a growing Island Community

##### **Public Safety Committee:**

- Study and identify solutions to problems arising out of anticipated population growth over the next 3-5 years to include speed limits in congested areas, parking limitations in congested areas, educational programs related to road and parking safety. New literature and classes.
- The Village shall develop contingency plans which address but are no limited to loss of island-wide electrical service, loss of island-wide potable water and contagious disease outbreak.
- Work with the Police and Fire Departments to better understand public safety issues of which each Department considers important.
- Examine and research safety issues as they are brought to the committee by the Village Council or Committee members.

##### **Public Works Committee:**

- Update five-year paving and road maintenance plan; recommend paving of roads
- Identify and implement median improvements

##### **Transportation Committee:**

- Review current tram service; recommendations for changes to include service for every boat
- Review possibility to increase ferry service
- Provide aid and analysis in the implementation of the Bald Head Island Limited Transportation Plan commensurate with the interests and needs of all Island taxpayers in the areas of baggage handling, mainland parking, on-island parking at the ferry terminal, increased barge service during peak periods and expanded ferry service during the mid-day and night hours. **(Motion carried 5-0)**

**5.5 Appointment of Council Liaisons and Alternates-**

Mayor and Council discussed the appointment of Liaisons and all agreed staying with the same committees until the move of Deep Point transportation.

6. **Summary of the Retreat and Other Comments**

Mayor discussed with Joyce Fulton in reference to the Deep Point Terminal. The discussion involved the times of the ferry, cost and ferry runs. Joyce stated that Woody and Claude are looking at different types of solutions. Joyce Fulton discussed the increase in ferry rates were to begin at the move to Deep Point.

7. **Adjourn**

With no additional items for discussion, Mayor Lammert entertained a motion to adjourn. In a voice vote, all voted in favor.

The Council Retreat adjourned at 2:40 p.m. on January 27, 2009.

Approved:

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Larry Lammert, Mayor

Attest:

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Debra C. Talbert, Interim Village Clerk