

1 **MINUTES OF THE REGULAR SCHEDULED MEETING**
2 **OF THE EMERALD ISLE BOARD OF COMMISSIONERS**
3 **TUESDAY, MAY 10, 2016 – 6:00 P.M.**
4 **TOWN BOARD MEETING ROOM**
5
6

7 **1. Call To Order**
8

9 The regular monthly meeting of the Emerald Isle Board of Commissioners was called to
10 order by Mayor Eddie Barber at 6:00 PM in the Town Board Meeting Room.
11

12 **2. Roll Call**
13

14 Present for the meeting: Mayor Eddie Barber, Mayor Pro-Tem Floyd Messer,
15 Commissioners Candace Dooley, Steve Finch, Jim Normile, and Maripat Wright.
16

17 Also present during the regular meeting: Town Manager Frank Rush, Town Attorney
18 Richard Stanley, Finance Director Laura Rotchford, Town Clerk Rhonda Ferebee, Fire
19 Chief Bill Walker, and Town Planner Josh Edmondson.
20

21 **3. Opening Prayer**
22

23 Mayor Barber offered the Opening Prayer.
24

25 **4. Pledge of Allegiance**
26

27 Mayor Barber led the Pledge of Allegiance.
28

29 **5. Adoption of Agenda**
30

31 ***Motion was made by Commissioner Messer to adopt the Agenda. The Board***
32 ***voted unanimously 5-0 in favor. Motion carried.***
33

34 **6. Presentation – Race Proceeds, Emerald isle Marathon, Half-Marathon, and 5K**
35 **Races**
36

37 Candace Dooley, Race Director for the Emerald Isle Marathon, Half-Marathon, & 5K
38 Races acknowledged those members of the Race Committee who were in attendance
39 Frank Rush, Dorla Pake, Amy Reardon, Emily Sylvester, and Stephanie Whitehead; as
40 well as those not able to attend - Suzanne Rush, Emily Egerton, Bryson McLean and
41 Noelle Ricks. Ms. Dooley stated that the committee had worked incredibly hard over
42 the past year in order to make the race a huge success. Ms. Dooley said each year
43 they had raised more money and had more participants. Ms. Dooley thanked the
44 community for their support because without them the race would not be possible. The
45 races were held on Saturday, April 9 with approximately 1,400 runners registered for the
46 3 races. Ms. Dooley stated that they had over 300 volunteers just from Emerald Isle

1 including homeowners from out of state and surrounding areas who traveled here just to
2 volunteer and participate in the race. Total net proceeds were \$52,000 and Ms. Dooley
3 welcomed Collette with the Cystic Fibrosis Foundation who accepted the check for
4 \$26,000 on behalf of the Cystic Fibrosis Foundation, and Mayor Barber accepted a
5 check for 26,000 on behalf of the Town.
6

7 **7. Special Presentation – Resolution Honoring Mike Wagoner, President, Carteret**
8 **County Chamber of Commerce – (16-05-10/R1)**
9

10 Mike Wagoner, President of the Carteret County Chamber of Commerce, retiring in
11 June 2016, was formally honored for his service to Carteret County. Mayor Barber read
12 a special Resolution that included mention of his many accomplishments and leadership
13 involvement during his 12 years serving as President of the Chamber, supporting issues
14 important to Emerald Isle, including beach nourishment, navigation dredging, sales tax
15 redistribution, homeowners insurance rates, offshore energy, the school calendar law,
16 tourism promotion, the Town’s pursuit of an ocean fishing pier, and more. Mr. Wagoner
17 thanked the Town and said that he was flattered and appreciative of the recognition.
18 Mr. Wagoner said he had enjoyed every moment of Chamber work and especially
19 wanted to say thanks to Emerald Isle for setting the bar as far as community character.
20 Mr. Wagoner stated that Frank Rush had been his go to guy for beach issues for their
21 legislative agenda and encouraged the Board to attend the Legislative Luncheon on
22 Friday.
23

24 **Clerks Note: A copy of Resolution 16-05-10/R1 as referenced above is incorporated herein by reference and**
25 **hereby made a part of these minutes**
26

27 **8. Proclamations / Public Announcements**
28

- 29 a. **Small Business Week – May 1 – 7, 2016** (16-05-10/P1)
30 b. **Emergency Medical Services Week – May 15 – 21, 2016** (16-05-10/P2)
31 c. **National Public Works Week – May 15 – 21, 2016** (16-05-10/P3)
32 d. **National Police Week – May 15 – 21, 2016** (16-05-10/P4)
33

34 Mayor Barber noted the Proclamations and following announcements for the public:
35

- 36 • Board of Commissioners Special Meeting – FY 16-17 Budget – Thurs, May 12 –
37 2pm – Town Admin Building
- 38 • Spring Walking club – Each Friday – 9 am – Community Center
- 39 • Friday Free Flick – Friday, May 13 – 7 pm – Community Center
- 40 • Police Educating the Public (PEP) – Tuesday, May 17 – 10 am – Town Board
41 Meeting Room
- 42 • Bicycle & Pedestrian Advisory Committee Regular Meeting – Wed, May 18 –
43 9 am – Community Center

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- 1 • Comp Plan / Land Use Plan Steering Committee Meeting – Wed, May 18 – 3 pm
- 2 – Town Board Meeting Room
- 3 • Deck Evaluation Class – Friday, May 20 – 8:30 am – 12:30 pm – Town Board
- 4 Meeting Room
- 5 • CPR / AED Training Class – Monday, May 23 – 9 am – 1 pm, 6 pm – 10 pm – El
- 6 EMS Building
- 7 • Planning Board Regular Meeting – Monday, May 23 – 6 pm – Town Board
- 8 Meeting Room
- 9 • Coffee With a Cop – Thursday, May 26 – 9 am – To be determined
- 10 • EMS Pancake Breakfast – Saturday, May 28 – 7 am – 11 am – EMS Station
- 11 • Memorial Day Holiday – Monday, May 30 – Town Offices closed, Community
- 12 Center closed
- 13 • Board of Commissioners Special Meeting – Tuesday, June 7 – 6 pm- Town
- 14 Administration Building
- 15 • Friday Free Flick – Friday, June 10 – 7 pm – Community Center
- 16 • Youth Fishing Derby – Saturday, June 11 – 9 am – 11 am – Bogue Inlet Pier
- 17 • Board of Commissioners Regular Meeting – Tuesday, June 14 – 6 pm – Town
- 18 Board Meeting Room

19
20 **Clerks Note:** A copy of Proclamations 16-05-10/P1, 16-05-10/P2, 16-05-10/P3, and 16-05-10/P4 as referenced
21 above are incorporated herein by reference and hereby made a part of these minutes

22
23 **9. Public Comment**

24
25 **Brief Summary:** The public will have the opportunity to address the Board about any
26 items of concern not on the agenda.

27
28 Ken Stone, 9701 Ashley Place, thanked everyone who helped with the Bike the Banks
29 event the past weekend. Mr. Stone said they had great weather but couldn't have done
30 it without the membership committee and the volunteers, Parrotheads, Transportation
31 Impact who helped with registration and manning the booths, and of course the Police
32 Department and Parks and Recreation staff. Mr. Stone noted they had a total of 151
33 riders, 27 went to Cape Lookout and back, 69 went to Fort Macon and back and 55 who
34 took the path to the Eastern Ocean Regional Access. Mr. Stone said it was a great day
35 with the youngest rider being 4 year old Banner Browder, and his 6 year old grandson
36 Jason Stone who did the full ride and then biked back to the house, and our own
37 Commissioner Jim Normile also rode and had a great time. Mr. Stone said they brought
38 people into town pumping up the economy for the weekend, highlighting Emerald Isle as
39 a great place to hang out and bicycle and raised funds in the amount of \$4,300 to go
40 towards bicycle and pedestrian activities. Mr. Stone also thanked Candace Dooley for
41 all she did with the Marathon and the check to the Town which the Bicycle and
42 Pedestrian Advisory Committee would be talking about the best way to use.

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1 Mike Meyer, 2500 Emerald Drive, owner of Emerald Owl Productions, wanted to thank
2 Commissioner Normile, Commissioner Dooley, Mayor Eddie Barber, Town Manager
3 Frank Rush, and Chief Jeff Waters for their help and support in trying to figure the best
4 way to partner with the Town for a win-win. Mr. Meyer said there had been a lot of trial
5 and error and they were excited about putting on some great events this summer and
6 hopefully adding some amazing value to the Town of Emerald Isle and what they could
7 offer for both locals and visitors. Mr. Meyer said he just wanted to say thanks for the
8 opportunity.
9

10 **10. Consent Agenda**
11

- 12 a. Tax Releases
 - 13 b. Minutes – March 8, 2016 Regular Meeting
 - 14 c. Minutes – April 12, 2016 Regular Meeting
 - 15 d. Resolution Authorizing Audit Services Contract (16-05-10/R2)
- 16

17 ***Motion was made by Commissioner Wright to approve the items on the Consent***
18 ***Agenda. The Board voted unanimously 5-0 in favor. Motion carried.***
19

20 **Clerks Note: A copy of Resolution 16-05-10/R2 and all other Consent Agenda items as referenced above are**
21 **incorporated herein by reference and hereby made a part of these minutes**
22

23 **11. Hurricane Preparedness**
24

- 25 a. Overview – Emergency Operations Plan
 - 26 b. Resolution Authorizing Emergency Operations Agreement (Off-Island EOC)
 - 27 (16-05-10/R3)
 - 28 c. Resolution Authorizing Pre-Positioned Hurricane Debris Removal Contract
 - 29 (16-05-10/R4)
 - 30 d. Resolution Authorizing Disaster-Related Debris Removal Agreement with
 - 31 NC Department of Transportation (16-05-10/R5)
- 32

33 Fire Chief Bill Walker and Town Manager Frank Rush addressed the Board regarding
34 this Agenda item. The following excerpt from the Town Manager's memo to the Board
35 is provided for additional background:
36

37 With hurricane season approaching, I have scheduled time on the May 10 meeting agenda for the Board and the public to
38 receive a presentation from Fire Chief Bill Walker about the Town's Emergency Operations Plan. Additionally, the Board will
39 consider 3 items aimed at insuring the Town's preparedness for any hurricane threats during the 2016 hurricane season.
40

41 Overview – Emergency Operations Plan

42 I have attached a copy of a Power Point presentation that Chief Walker will make to the Board at the May 10 meeting. The
43 presentation provides a good summary of the Town's plan, and he will elaborate on the elements of the plan at the May 10
44 meeting and be available for questions.
45

46 The Town is fortunate to have had a very good plan in place for several years, thanks largely to Chief Walker's outstanding
47 efforts in this area. The Town's plan has been in effect since 1987, and has been revised on six occasions, with the most recent

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1 revisions completed in 2012. This plan has served the Town well through the hurricanes of the 1990s, 2000s, and 2010s.
2 Overall I have been very pleased with the Town's plan and the Town staff's efforts before, during, and after all of the hurricanes
3 that have impacted us during my tenure with the Town.
4

5 The responsibility for declaring a State of Emergency, ordering an evacuation, and establishing a curfew officially rests with the
6 Mayor, who would issue a proclamation to that effect. The actual practice used by the Mayor for previous hurricane events and
7 the intended practice for future storm events is to operate as a team, with input from the other Board members, the Town
8 Manager, the Town staff, the other Bogue Banks municipalities, and the County to assist the Mayor in making these decisions.
9 The Town is fortunate to have an excellent working relationship with the Carteret County Emergency Services Office and the
10 other municipalities on Bogue Banks. The typical evacuation decision process involves the use of a "control group" of County,
11 municipal, and other officials that convenes in the days and hours prior to a storm's arrival to review storm scenarios and gauge
12 the threat posed. Ideally, each Bogue Banks town will support the control group's recommendation on evacuation, which is
13 extremely helpful in public communication efforts and intergovernmental coordination. This was the case for all hurricane events
14 in the 2000s and 2010s, and we hope and expect that this cooperation will continue in the future. However, if the Town
15 determines that it is not in our residents' best interest to proceed in the manner recommended by the "control group", the Town
16 has the legal authority and responsibility to our residents to act in whichever manner it deems best. Such a situation would likely
17 involve extenuating or very unique circumstances relative to Emerald Isle only.
18

19 The most frequent question asked during any hurricane threat is "**when does the bridge close?**". The Board and the public
20 should note that there is no set wind speed at which the bridge closes. For practical purposes, the Emerald Isle bridge is closed
21 when the Town has declared a State of Emergency, issued an evacuation order, and has established restrictions on the public's
22 movement within, into, and out of Emerald Isle. For example, the Town might enact a State of Emergency that requires
23 everyone to evacuate by 6 pm. After 6 pm, no one would be allowed back into Emerald Isle (on to the island via the Emerald Isle
24 bridge) until such time that the State of Emergency is amended or rescinded. The Town has typically allowed individuals to
25 leave via the bridge after 6 pm (traveling at their own risk over the bridge) in the interest of promoting the individuals' decision to
26 evacuate.
27

28 Once the State of Emergency, etc. is ordered, significant authority is vested in the Town Manager until the emergency situation is
29 cleared. As Town Manager, I accept and welcome that responsibility, however, I want to stress to the Board that my approach is
30 very much a team-oriented approach, and I rely heavily on all of the department heads, and the Fire Chief and Police Chief in
31 particular. I also attempt to keep the Mayor and Board well-informed, and solicit input when relevant and practical without
32 compromising the public's safety. I also consult with the County and the other Bogue Banks municipalities in an effort to make
33 coordinated decisions.
34

35 The Town implements a 24-hour curfew during a State of Emergency after a mandatory evacuation is complete. The Emerald
36 Isle bridge is closed to the public during the curfew, as no one should be in the Town off of their private property (although, as
37 noted above, the Town has typically allowed individuals to leave after the evacuation deadline in the interest of promoting their
38 decision to evacuate). After damage assessment is complete and any safety hazards are eliminated, a decision is made to
39 amend or rescind the State of Emergency, and allow re-entry into Emerald Isle to either the general public or only those with
40 official hurricane re-entry passes. Depending on the extent of damage, the curfew may remain in effect on a full or limited basis.
41

42 After the threat has passed, and it is deemed safe to end the curfew and allow re-entry to Emerald Isle, a proclamation is issued
43 by the Mayor to rescind the State of Emergency. Again, although this responsibility officially rests with the Mayor, recent practice
44 has involved communication with the Board, Town Manager, Town staff, the other towns on Bogue Banks, and the County to
45 make a group decision. This practice worked well for the hurricanes in the 2000s, and ideally this approach will continue in the
46 future. The Board should note, however, that after Hurricane Irene in August 2011, the Town actually made a decision to allow
47 re-entry into Emerald Isle earlier than the other Towns on Bogue Banks due to the fact that there was less impact to Emerald
48 Isle, and essentially no reason for the Town to not allow the public to return several hours earlier than the other towns. This
49 example is somewhat of an anomaly, and generally speaking we would expect all 4 of the towns on Bogue Banks to allow re-
50 entry at the same time.
51

52 The Town continues to use the permanent hurricane re-entry passes assigned to each property owner in 2000. These passes
53 are permanent and should be transferred with the property upon sale. Replacement or additional re-entry passes may be

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1 purchased by residents and property owners at a cost of \$25 each. The hurricane re-entry passes are only used in the event
2 that there is major damage and/or unsafe conditions in the Town and there is a need to allow property owners only into the Town
3 before conditions are safe enough to allow the general public into the Town. A similar re-entry pass system is used by the other
4 municipalities on Bogue Banks. Fortunately, we have not had to utilize the re-entry passes for the hurricane events during the
5 2000s and 2010s, as none of these events caused significant damage that warranted limiting access to Emerald Isle property
6 owners only. In all of the events of the 2000s and the 2010s, the damage was relatively minor, and decisions were made to
7 open the island to all persons at a particular time.
8

9 For the past several years, the Town has entered into pre-positioned debris removal, storm water pump, and electric generator
10 contracts in late spring / early summer so that the Town is prepared prior to hurricane impacts, can respond as quickly as
11 possible after the storm, and to promote full reimbursement of storm-related expenses. These pre-positioned contracts are only
12 activated if the Town is impacted by a hurricane, and in most cases the costs associated with these contracts are reimbursed by
13 the Federal Emergency Management Agency. The Town has utilized the debris contract and storm water pump contracts in the
14 past, but has not had to activate the generator contract due to the quick return of electric power to the Town after recent
15 hurricanes. The Board will consider a new pre-positioned contract for debris removal at the May 10 meeting. The Town
16 previously executed (2-year) pre-positioned storm water pump and electric generator contracts in 2015, and these contracts
17 remain in place for the 2016 hurricane season. These pre-positioned contracts will save the Town valuable time and trouble if
18 the need for these contracts arises this year.
19

20 The Town also places a high priority on keeping our residents and property owners well-informed about hurricane threats,
21 impacts, and other pertinent issues. Regular updates are posted on the Town's website before, during, and after hurricane
22 events, and we also send the same updates to all subscribers to the Town's email newsletter. We also send Twitter messages
23 with this same information, and also post information to Facebook. All of this information is also provided to local and State
24 media outlets. With the implementation of the new Emerald Isle App later this month, we also plan to issue "push" notifications
25 via the app to keep the public informed.
26

27 With the transfer of the 911 communications center from the Town to the County, particular emphasis is placed on making sure
28 County personnel have the most up to date, correct information about Emerald Isle before, during, and after a hurricane. We
29 also make special arrangements to man the Police Department's administrative phone line (354-2021) for extended hours
30 before, during, and after a hurricane event.
31

32 For paper conservation reasons, I have not attached a copy of the Town's Emergency Operations Plan. Please let me know if
33 you need a copy of the entire plan and I will make sure you receive it as soon as possible. It is also available online at
34 <http://www.emeraldisle-nc.org/Data/Sites/1/media/employees/Emerald-Isle-EOP.pdf> .
35

36 Chief Walker and I look forward to briefing the Board and the community on the Town's plan at the May 10 meeting.
37

38 Resolution Authorizing Emergency Operations Agreement – Off-Island EOC

39 The Board of Commissioners is asked to approve the attached Resolution Authorizing Emergency Operations Agreement to
40 formally re-establish a relationship with McNeill's Golf Management, Inc. for the use of the Silver Creek Golf Club clubhouse
41 building as an off-island emergency operations center (EOC). The attached agreement is identical to an agreement first
42 executed by the Town in 2012. Fortunately, the Town has not had the need to utilize the Silver Creek Golf Club facility for
43 previous hurricane events.
44

45 For Category I, Category II, and (some) Category III hurricanes, the Town's emergency operations center is technically the Town
46 Administration Building, but is essentially decentralized to the various Town departments located at the Town Government
47 complex. The Town would utilize the off-island EOC only if the Town is threatened and/or impacted by a Category III hurricane
48 or larger and it becomes necessary to relocate all essential personnel from the island for safety reasons. The Town's emergency
49 operations plan stipulates that a decision for essential personnel to evacuate the island for a Category III storm is a judgment call
50 (may remain or may leave, depending on the circumstances of the particular storm), and stipulates that essential personnel will
51 evacuate if the Town is threatened by a Category IV or V hurricane.
52

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1 Under the attached agreement, Town public safety personnel (Police, Fire, and EMS) and other essential personnel (Town
2 Manager and certain employees in other Town departments) would relocate to the Silver Creek Golf Club clubhouse, located in
3 Peletier just off of NC 58, along with the strategic relocation of key Town vehicles and equipment. The golf clubhouse facility has
4 ample room for Town staff inside the building, and there is significant parking available for Town vehicles and equipment. The
5 Town's intent would be to remain at this facility during the storm, return to the island for damage assessment as soon as possible
6 after the storm, and relocate all Town operations back to the island as soon as safe and feasible. The attached agreement
7 allows the Town to remain at the Silver Creek location as long as necessary, and Town staff would obviously be working to
8 minimize the length of stay.
9

10 McNeill's Golf Management, Inc. has again offered to make this facility available at no cost to the Town, however, the attached
11 agreement does include a provision for the payment of rent if the duration of the Town's stay exceeds 1 week. In this event, it is
12 very likely that FEMA would reimburse the Town for such rental expenses. The Town greatly appreciates the community spirit of
13 Eddie McNeill, the owner of the Silver Creek Golf Club, in making this facility available to the Town.
14

15 The attached agreement stipulates that the Town will be responsible for any damages to the facility caused by the Town's use,
16 and also indemnifies McNeill's Golf Management, Inc. from any claims arising out of the Town's use of the facility.
17

18 Fire Chief Walker and Asst Chief Askew previously completed a through review of potential off-island EOC locations in western
19 Carteret County, and believe that the Silver Creek location best meets the Town's needs in the event of a potentially catastrophic
20 hurricane event. The Silver Creek location is approximately 5.2 miles from the Emerald Isle side of the NC 58 bridge, and has an
21 elevation of approximately 32 feet above sea level. The clubhouse building appears to be sound construction, has ample room
22 for Town staff, and also includes cooking and bathroom facilities. We believe this location is a much better alternative than the
23 previously identified Bogue Sound Elementary School on NC 24 near Broad Creek. That location is approximately 8.8 miles
24 from the Emerald Isle side of the NC 58 bridge and is at an elevation of approximately 21 feet above sea level. In addition, it is a
25 much larger building than needed by the Town and involves a larger public organization with more complex decision-making
26 processes.
27

28 The attached agreement has an initial term of slightly more than 6 months, through November 30, 2016, in order to extend
29 through the 2016 hurricane season. The agreement will be evaluated on an annual basis thereafter, and extended with mutual
30 consent. It is important to note that the Silver Creek Golf Club clubhouse is not currently equipped with an emergency generator,
31 however, the Town previously financed the installation of a transfer switch at the building to enable the connection of a portable
32 generator. If needed, the Town will relocate an existing portable generator to the Silver Creek facility, and will be able to provide
33 electricity for basic needs only.
34

35 I recommend approval of the attached resolution. I am thankful that we have not had the need to use an off-island EOC in the
36 past, and I hope that we never need to utilize the Silver Creek location in the future, however, it is obviously prudent to have this
37 arrangement in place prior to the actual need.
38

39 Resolution Authorizing Pre-Positioned Hurricane Debris Removal Contract

40 The Board of Commissioners is asked to approve the attached resolution authorizing the Town Manager to execute a pre-
41 positioned disaster debris removal contract with Four Points Recycling, LLC / Rhem Insulation, Inc. (Joint Venture), Jacksonville,
42 NC. This contract would only be activated if a hurricane strikes and the Town needs outside assistance to remove storm debris.
43

44 The Town is wise to enter into a pre-positioned contract for debris removal, as it fosters a quick response in the event that a
45 storm does strike Emerald Isle. It also allows us to resolve contractual issues up-front, without the stress of responding in the
46 immediate aftermath of a hurricane. The Town has entered into a pre-positioned contract for the past several years, and
47 fortunately has only had to actually activate the contract twice. The Town activated its contract with Tarheel Specialties, Linden,
48 NC, in 2005 due to debris generated by Hurricane Ophelia, and activated its contract with Disaster Recovery Group and Tree
49 Services, Arden, NC, in 2011 due to debris generated by Hurricane Irene. The pre-positioned nature of the contract enabled
50 these contractors to begin work almost immediately after the storm, and also saved Town staff valuable time to devote to other
51 storm-related issues. I am hopeful that we will not be impacted by a storm this year and will thus not activate the debris contract,
52 however, I am pleased that we will be prepared ahead of time. The proposed contract with Four Points / Rhem requires debris
53 removal operations to begin with 48 hours of notice to proceed.

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1
2 Barry Johnson, the Town's FEMA consultant and Artie Dunn, Public Works Director, coordinated the bid process for this pre-
3 positioned contract. We received bids from 7 firms, and Four Points / Rhem is determined to be the overall low bidder. Unit
4 price costs are as follows:

5
6

Construction and Demolition Debris Removal (disposal at CRSWMA facility in Tuscarora, NC)	\$44.90 per ton
Construction and Demolition Debris Removal – Beach (disposal at CRSWMA facility in Tuscarora, NC)	\$48.90 per ton
Vegetative Debris Removal (disposal within 30 mile round trip)	\$6.01 per cubic yard
Vegetative Debris Removal (disposal within 30-50 mile round trip)	\$7.09 per cubic yard

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18 As noted in the attached letter from Barry Johnson, the Town's FEMA consultant, the determination of Four Points / Rhem as the
19 low bidder is based on an assumption of the amount of debris generated by a Category 2 storm, as calculated based on Federal
20 guidance and outlined in the Town's bid documents. As noted on the bid tabulation, Four Points / Rhem is the low bidder for all
21 four categories, and thus there is no question about the bid results. Barry Johnson has completed a thorough evaluation of Four
22 Points / Rhem, and is confident in their ability to complete the work in a timely and quality manner.

23
24 The Board should note that the bid process was based on assumptions that the construction and demolition debris will be
25 disposed of at the Coastal Environmental Partnership's facility in Tuscarora, NC, however, if Carteret County establishes a closer
26 facility in the aftermath of a storm this strategy and pricing will be re-evaluated. The bid process also assumed that vegetative
27 debris would either be disposed of at a County vegetative debris disposal facility located on NC 58 near Peletier or at a County
28 location in the Newport area, hence the alternate bid prices for the disposal of vegetative debris. The NC 58 location is obviously
29 much more convenient for Emerald Isle, and we are hopeful that the County will make this site available this year if necessary.
30 All costs for hurricane debris removal should be eligible for FEMA reimbursement if Carteret County is declared a disaster area.

31
32 In the past, there has been some question about whether NCDOT or the Town should be responsible for debris collection along
33 NC 58. This issue is resolved as a result of the attached Disaster-Related Debris Removal Agreement with NCDOT, and will
34 allow the Town to collect debris along NC 58 and remain eligible for FEMA reimbursement. The Town is likely better equipped
35 than NCDOT for a more timely response, and will have greater flexibility to insure that customer service and community
36 aesthetics goals are met.

37
38 Unfortunately, the Board should again note that FEMA has indicated that the Town will not be reimbursed for collection of debris
39 from private streets. This ruling is completely illogical, in my opinion, as the residents on private streets are also Federal and
40 State taxpayers and deserve the same level of service. Our intention for private streets after future storms is to collect all debris
41 in the same manner as the rest of the Town. Depending on the nature of the storm and the volume of debris, Public Works may
42 be directed to collect from private streets or the Town's contractor will be dispatched to private streets at Town expense. We
43 may also take a "hybrid" approach by having Public Works collect the debris from the private streets, deposit the debris on public
44 streets, and have the contractor collect from the public streets (which is reimbursable). This "hybrid" approach was utilized after
45 Hurricane Irene in 2011. I feel strongly that we owe the same level of service to our citizens who live on private streets as we
46 offer to all other residents.

47
48 The attached resolution also authorizes the execution of a contract with Morton Trucking, Inc., Jacksonville, NC, as the Town's
49 second call contractor at specified unit prices. Morton was the second overall lowest bidder in the Town's recent bid process.
50 The contract with Morton would only be activated if Four Points / Rhem fails to perform under the contract.

51
52 A copy of Barry Johnson's debris contract recommendation and the complete bid tabulation are attached for the Board's
53 information.

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1
2 I recommend approval of the attached resolution.
3

4 Resolution Authorizing Disaster-Related Debris Removal Agreement with North Carolina Department of Transportation
5 The attached resolution authorizes the Town Manager to execute a formal agreement with the North Carolina Department of
6 Transportation (NCDOT) that will enable the Town to remove hurricane debris along NC 58 and remain eligible for
7 reimbursement from FEMA for such expenses.
8

9 Technically, NCDOT is responsible for NC 58 because it is a State-maintained highway and is part of the Federal highway
10 system. In the past, there was some uncertainty as to whether or not the Town would be reimbursed by the Federal Emergency
11 Management Agency (FEMA) for this expense. Despite this uncertainty, the Town has historically collected NC 58 debris in an
12 effort to complete all clean-up efforts in the most expedient manner, and, fortunately, the Town has received full reimbursement
13 after past storms. The attached memorandum of understanding simply formalizes this arrangement, and should remove any
14 doubt about the Town's eligibility for FEMA reimbursement for future debris removal activities.
15

16 I recommend approval of the attached resolution.
17

18 Fire Chief Bill Walker provided a PowerPoint presentation as he reviewed with the
19 Board and the community the Town's emergency operations plan.
20

21 Town Manager Rush outlined the 3 items for the Boards consideration as detailed in his
22 memo provided above aimed at insuring the Town's preparedness for any hurricane
23 threats during the 2016 hurricane season.
24

- 25 1) a resolution authorizing an agreement to use the Silver Creek Golf Club clubhouse
26 facility as the Town's off-island emergency operations center in the event that Emerald
27 Isle is threatened by a Category III, IV, or V storm and is forced to leave the island.
28 2) a resolution authoring a pre-positioned hurricane debris removal contract with Four
29 Points Recycling / Rhem Insulation, Jacksonville, NC, in order to promote the quick and
30 efficient removal of hurricane debris if needed this years, and
31 3) a resolution authorizing a debris removal agreement with NCDOT to enable the
32 Town to collect hurricane debris from NC 58 after a storm, thus insuring consistency for
33 debris collections throughout the Town.
34

35 ***Motion was made by Commissioner Wright to approve the Resolution Authorizing***
36 ***Emergency Operations Agreement (Off-Island EOC), to Authorize the Resolution***
37 ***Authorizing Pre-Positioned Hurricane Debris Removal Contract, and to approve***
38 ***the Resolution Authorizing Disaster-Related Debris Removal Agreement with***
39 ***NCDOT. The Board voted unanimously 5-0 in favor. Motion carried.***
40

41 Clerks Note: A copy of Resolutions 16-05-10/R3, 16-05-10/R4, and 16-05-10/R5 as referenced above are
42 incorporated herein by reference and hereby made a part of these minutes
43
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48

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1 **12. Presentation – FY 16-17 Recommended Budget**

2
3 Frank Rush, Town Manager addressed the Board regarding this Agenda item. The
4 following excerpt from his memo to the Board is provided for additional background:

5
6 The FY 16-17 Recommended Budget is complete and will be formally presented to the Board and the public at the
7 May 10 regular meeting. In an effort to better educate the Board and the public about the Town's budget, I will make
8 a detailed presentation summarizing the FY 16-17 Recommended Budget, and will provide handouts for the public at
9 the May 10 meeting.

10
11 I have attached a copy of the "Budget Message", which provides a comprehensive discussion of the issues
12 associated with the FY 16-17 budget. A "Quick Summary", "All Funds (Summary)", "General Fund Budget
13 Summary", and other materials are also attached. The full budget document will be provided to you under separate
14 cover.

15
16 The total FY 16-17 Recommended Budget is \$9,445,387, a \$178,448, or 1.9% increase from the adopted FY 15-16
17 budget. The General Fund is the largest component of the Town's budget, with total expenditures of \$9,076,200,
18 which is a \$173,765, or 1.9% increase from the adopted current year budget. The Future Beach Nourishment Fund
19 budget is \$679,187, which includes a \$400,000 transfer from the General Fund, with the full amount reserved for
20 future beach nourishment activities. Recommended appropriations are also included for the Half-Marathon Fund
21 (\$90,000).

22
23 In accordance with the Board's top budget priority, I am pleased to report that the Recommended Budget includes no
24 increase in property tax rates or any fees. The recommended General Fund tax rate for FY 16-17 is unchanged at
25 15.5 cents per \$100 of assessed value, with 14 cents allocated for general services and 1.5 cents specifically
26 earmarked for beach nourishment. The recommended Primary Benefit District (oceanfront and inlet-front properties
27 only; for beach nourishment) property tax rate would remain at 4 cents, and this rate, along with the \$400,000
28 transfer from the General Fund, will enable the Town to reserve the historical annual amount for future beach
29 nourishment activities. There is also no change in the Town's annual solid waste fee, and this fee would remain at
30 \$228 for all developed residential properties, which equates to \$19 per month for all Town solid waste services
31 (trash, recycling, yard debris collection, beach strand collection, and more).

32
33 The FY 16-17 Recommended Budget includes sufficient resources to enable Town staff to maintain the high service
34 quality expectations of our residents and visitors, and includes funding to compensate Town employees fairly,
35 replace necessary vehicles and capital equipment, meet inflationary and other service demand pressures, and
36 enhance staff capabilities. The Recommended Budget includes a few notable service enhancements, including
37 funding for a new Community Resources Officer in the Police Department (to coordinate EIPD's various community
38 programs, including the Neighborhood Watch program), additional coverage on the beach strand and improved
39 supervision of the Fire Department's lifeguard program, and funding to enable EI EMS, Inc. to transition to the use of
40 all full-time employees for scheduled shifts, among others. The Recommended Budget also includes \$120,000 for the
41 construction of a new storm water pump station to serve the Osprey Ridge neighborhood (the Board's other top
42 priority), and \$70,000 for the construction of an additional bicycle path segment along Bogue Inlet Drive to link the
43 pier with the "downtown" area.

44
45 Overall, I believe the FY 16-17 Recommended Budget represents a fiscally responsible spending plan for the next
46 year, and that it addresses the Board's expressed priorities. We have tentatively scheduled two special budget
47 meetings for the Board to review and discuss the Recommended Budget. The first one is scheduled for Thursday,
48 May 12 at 2 pm in the Town Administration Conference Room, and Town department heads and EI EMS, Inc. will

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1 brief the Board on their respective budgets. The second special budget meeting is scheduled for Tuesday, June 7 at
2 6 pm, and will also include the legally required public hearing. Additional budget meetings can be scheduled as
3 necessary or desired between May 12 and June 7. I am hopeful that the Board will formally approve the FY 16-17
4 budget at your regularly scheduled meeting on Tuesday, June 14 at 6 pm.
5

6 Town Manager Frank Rush provided a presentation for the Board and public outlining
7 the FY 16-17 Recommended Budget. Following the budget presentation Town
8 Manager Rush stated that this was his recommendation of what he felt was a fiscally
9 responsible plan, enabling the Town to maintain a high service quality. He stated that
10 he and the Department Heads had worked hard to hopefully address the Board's top
11 priorities but if the Board felt the budget needed to be adjusted in any way to better
12 reflect their priorities he asked that they let him know what they would like to change or
13 tweak, and he was looking forward to working with the Board on the budget going
14 forward. Town Manager Rush noted the special budget meeting planned for Thursday,
15 May 12. Mr. Rush stated that they had a great group of department heads and
16 employees who worked for the Town and the budget got a little harder each year to
17 make the numbers balance but controlling expenditures got a little bit easier because
18 the Town had good Department Heads who understood what the Board's priorities were
19 and worked hard to control expenditures. Town Manager Rush pointed out that this was
20 Finance Director Laura Rotchford's second budget year and what a great job she was
21 doing for the Town of Emerald Isle, and he was so happy to have her help on this as
22 they worked through the budget process this year.
23

24 Commissioner Messer commended all of the staff noting that the Board really took the
25 budget serious and as Frank had noted they had done it with no tax increase in 6 years
26 with salaries, health insurance, and vehicle expenses. Commissioner Messer said he
27 didn't know how staff had done it but they had, but he thought that may be just about
28 over when you started buying \$900,000 fire trucks. Commissioner Messer said the
29 entire Board and staff were very aware of budget concerns and he felt they had all done
30 a great job again.
31

32 **13. Presentation – The Emerald Isle App**
33

34 Rhonda Ferebee, Town Clerk and Frank Rush, Town Manager addressed the Board
35 regarding this Agenda item. The following excerpt from the Town Manager's memo to
36 the Board is provided for additional background:
37

38 The Board of Commissioners and the public will receive a presentation / demonstration of the new "Emerald Isle App"
39 at the May 10 regular meeting. The new app is available now for Android devices at Google Play, and should be
40 available for Apple devices at The App Store any day now, and not later than May 16. Individuals interested in
41 downloading the new app should simply search for "Emerald Isle NC" at Google Play or The App Store.
42

43 The new app is intended to reach two main audiences in one app: 1) the thousands of visitors and potential visitors
44 to Emerald Isle, by providing helpful information about our area businesses and attractions, and 2) our residents and
45 property owners (and visitors if they are interested), by providing helpful information about the Town of Emerald Isle

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1 government and also offering a new way to report concerns to Town officials. As you will see, there are the following
2 information choices on the main menu:
3

- 4 • Eat & Drink - leads to a list of all restaurants in EI, with detailed information about each, including directions
5 from where the user is currently located
6
- 7 • Shop - leads to a list of all shopping establishments in EI, with detailed information about each
8
- 9 • Stay - leads to a list of all accommodations in EI; hotels, motels, campgrounds / RV parks, vacation rentals,
10 etc.
11
- 12 • Things to Do - leads to a list of different fun activities, including Bogue Inlet Pier, kitesurfing, the movies,
13 charter fishing, etc.
14
- 15 • Events - leads to a list of upcoming special events in the next month; for example, May includes Bike the
16 Banks, EMS Pancake Breakfast, etc.
17
- 18 • Near Me - pulls up the choices above based on proximity to the user
19
- 20 • Beach & Sound - leads to a lot of different information, including beach access locations, beach driving
21 information, the public boat ramp, etc.
22
- 23 • Town Government - leads to a secondary menu with the following choices:
24
 - 25 ○ News – includes the latest news from Town Government (much of the same information included
26 under “Latest News” on the Town website)
27
 - 28 ○ Meetings – lists all upcoming Board meetings, other important meetings, etc.
29
 - 30 ○ Town Events – leads to a similar list of events as outlined above
31
 - 32 ○ Contact Us – complete phone and email contact info for each Town department
33
 - 34 ○ Visit Our Website – a direct, in-app link to www.emeraldisle-nc.org
35
 - 36 ○ Let Us Know – a new tool that allows the user to select a category for their concern, and then
37 automatically send a photo and note about the concern to the appropriate Town department head;
38 the photo and accompanying map should let the Town department head know everything they
39 need to know about the concern, and it should be very easy for the person to submit.
40

41 The app also includes the ability to create a customized digital postcard with features that identify the location as
42 Emerald Isle. The digital postcard button is located at the bottom of the main menu screen, and allows the user to
43 instantly take a photo or use a photo from their own photo library. There are then different postcard background

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1 options, an Emerald Isle “stamp”, and the ability to include a message. The digital postcard can then be sent to
2 friends and family, and can also be automatically uploaded to Facebook, Twitter, etc. --- all with the new Emerald Isle
3 logo prominently displayed. We are hopeful that this will be an additional digital marketing tool for Emerald Isle in the
4 future.
5

6 The new app includes the prominent use of the new Emerald Isle logo all throughout, and includes numerous pretty
7 pictures of the beach, sound, pier, etc. that will hopefully showcase all of the great things about Emerald Isle. There
8 are several pretty pictures used as “launch screens” and “splash screens” that show up for a few seconds while other
9 information is loading. The new app will also enable the Town to send out “push notifications” that will pop up on the
10 user’s phone in the future, and we intend to use this feature to provide hurricane alerts to the public, and perhaps for
11 other especially important announcements. I have attached numerous “screen shots” of some of the different
12 screens included in the app, and I am very pleased with the aesthetic quality of the new app.
13

14 We have already begun publicizing the new app via the Town’s email newsletter, and will be sending out additional
15 email blasts, posting on the Town website, Facebook, and Twitter accounts, etc. We will also be installing new signs
16 in key locations that include a picture of the app icon, along with a note to “Download the Emerald Isle App at The
17 App Store and Google Play”. I hope to have the new signs installed before Memorial Day, and we will locate at least
18 one at each entrance into Emerald Isle, among other locations.
19

20 The Board should note that the app is intentionally limited to Emerald Isle businesses and attractions only. We
21 specifically do not want to include information about businesses and attractions in other communities because our
22 goal is to promote Emerald Isle businesses! It will also likely become an administrative challenge to begin adding
23 businesses and attractions in other communities, and will be difficult to draw the line between communities,
24 businesses, etc. In the future, I hope to create other “Emerald Isle-specific” marketing tools to better promote
25 Emerald Isle businesses.
26

27 The new app was developed by Bar-Z, an Austin, TX development firm, and the specific function and content was
28 developed by me and Rhonda Ferebee, Town Clerk (who also manages the Town’s website and other social media
29 platforms). I greatly appreciate Rhonda’s excellent work on this project, and know that she will do an outstanding job
30 managing the content in the future. We hope the new app will be a valuable tool for our businesses, visitors,
31 residents, and the Town staff.
32

33 Rhonda Ferebee and I look forward to demonstrating the new app to the Board and the public at the May 10 meeting.
34

35 Rhonda Ferebee, Town Clerk and Town Manager Frank Rush presented the new
36 Emerald Isle app to the Board and public describing the various features. Town
37 Manager Rush also noted the goals of the app to benefit both our many visitors as well
38 as our residents/property owners by including not only the local businesses and
39 attractions in Emerald Isle but also Town Government news, events, and reporting
40 options.
41
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1 **14. Comments from Town Clerk, Town Attorney, and Town Manager**

2
3 There were no comments from the Town Clerk or Town Attorney.

4
5 Town Manager Frank Rush requested the Board's input on the ordinance amendment
6 presented by Town Planner Edmondson to the Planning Board that would have allowed
7 8-9 existing off-premises signs in Emerald Isle that were non-conforming to be
8 grandfathered in perpetuity. Mr. Rush said that the rationale for the proposed
9 amendment was two-fold; to promote people making the signs look nicer, making
10 structural improvements with the realization that it took a lot of time for the signs to get
11 more than 50% damaged, and the other reason was that when the new ordinance was
12 approved in the last couple of years for the ground level Bogue Inlet Pier sign, Paxon
13 Holz had requested some consideration for putting the Camp Ocean Forest sign back
14 up and the Board said they would take a look at that request. Mr. Rush said that those
15 ideas converged and led to their making the proposal to the Planning Board.

16
17 Mr. Rush said that the Planning Board did not like that proposal and initially they
18 discussed being more stringent, perhaps instead of using the 50% damage criteria that
19 had been in our ordinance for many years they kicked around the idea that they should
20 set a deadline where the signs should come down in 5 or 10 years, and in the end the
21 Planning Board decided to take no action and made no recommendation. Mr. Rush
22 said as such with no amendment the ordinance would remain the same and the signs
23 would be there until they were more than 50% damaged, if they were more than 50%
24 damaged they would come down and not go backup.

25
26 Town Manager Rush said that he thought that could take a long time and his question
27 was in what direction would the Board like to go with this – a) forget about it and keep
28 what we had which was essentially what the Planning Board recommended or, b) bring
29 the ordinance amendment originally presented to the Planning Board that would have
30 allowed the signs to be grandfathered permanently, or c) to take a more stringent
31 approach and set a timeframe for the signs such as 5 years, 10 years or some other
32 variation.

33
34 Commissioner Messer felt they should forget about it as the ordinance had worked this
35 long and could work a little longer. Commissioner Messer felt they did not need to get
36 any more stringent on anything. Commissioner Wright agreed that she would not want
37 to be more stringent.

38
39 Town Manager Rush said their intent initially was to loosen the requirements to help
40 those sign owners.

41
42 Commissioner Wright felt if they wanted the signs to look better they would have to
43 loosen the requirements. Commissioner Normile remembered that Paxon Holz, one of
44 the sign owners, had come to the Board many months ago and he thought they had

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1 promised some type of answer to what they could or could not do. Commissioner
2 Messer said that Ms. Holz was told that the sign could go back but it would have to be
3 at the level the ordinance called for and couldn't be back on top on the existing poles
4 that were still there. Town Manager Rush said that actually the new ordinance applied
5 to businesses within 1,000 feet of the ocean such as the Bogue Inlet Pier sign and she
6 was not within 1,000 feet, but that certainly was an option that the Board could consider.
7

8 Town Manager Rush felt that every incremental improvement helped with aesthetics
9 and they were trying to provide an incentive to make the signs look nicer, the sign
10 owners would probably be very happy. Commissioner Normile agreed that he also
11 wouldn't want to be more stringent. Commissioner Messer said that he thought we had
12 received good reception from people when their signs got looking bad and through a
13 call or visit if we let them know their sign looked bad and asked them to freshen them
14 up. Mr. Rush said that in just about everything most people were happy to try to work
15 with you but the problem in this case was that the ordinance doesn't allow them as off-
16 premises non-conforming signs to make any structural improvements to the signs. Mr.
17 Rush said they had allowed them to change out the copy and some had done that but
18 many of them are up on rickety supports that were crooked and the reason for that is
19 that they weren't allowed to improve them structurally because our ordinance says if
20 damaged 50% they had to come down. Mr. Rush said the original intent of the
21 ordinance 20 years or so ago was to phase those signs out over time and let them fall
22 down and be rid of them but that just took a really long time, so the question was
23 whether they wanted to speed that process up or make peace and let them stay.
24

25 Commissioner Finch thought they should look at the possibility of allowing them to make
26 the necessary repairs, if the sign was going to be there let's let it look good.
27 Commissioner Messer added that he didn't think we needed any more rules. Mr. Rush
28 concluded that it sounded like there was some interest in allowing the signs to be made
29 to look nicer and they would come back to the Board at the June or July meeting with an
30 ordinance amendment for their consideration.
31

32 Town Manager Rush also updated the Board on several other issues stating the
33 Senator Jean Preston Memorial Park looked great and the dedication ceremony was set
34 for May 25 at 11am. In addition, Mr. Rush said that the Land Use Plan Survey was
35 ready to go and they would be publicizing and hoped to receive a lot of feedback. Mr.
36 Rush also noted that he and the Mayor would be attending the Tourism Development
37 Authority meeting this week where they hoped to get a decision on the funding request
38 for the Emerald Isle Beach Music Festival.
39
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43

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1 The following is an excerpt from the Town Manager Comments memo to the Board
2 providing additional background information for all items of importance:

3
4 **Senator Jean Preston Memorial Park – Dedication Ceremony – May 25 at 11 am**

5 The new playground equipment and walkway are complete, and the new parking area is nearly complete, with paving
6 scheduled to occur during the week of May 9. Landscaping crews are lined up to complete the remaining work as
7 part of a “field day” for various contractors on May 18. The new park is really looking great, and we appreciate
8 everyone’s great assistance.

9
10 The new park will formally open on Wednesday, May 25, and a public dedication ceremony is scheduled for 11 am
11 that day. Senator Preston’s family members will be in attendance, and invitations have also been sent to all
12 contributors. The public is invited to attend.

13
14 **Land Use Plan Survey Set to Be Posted Online**

15 The Steering Committee has finalized the online survey, and a copy of the survey is attached. The survey will be
16 made available at www.emeraldisle-nc.org and www.planei.org later this week. We will also send out an email
17 newsletter specifically about the survey, and will post notices on Facebook, Twitter, etc.

18
19 The Steering Committee’s next meeting is scheduled for Wednesday, May 18 at 3 pm in the Town Board Meeting
20 Room.

21
22 **TDA Funding Request for Emerald Isle Beach Music Festival To Be Considered May 12**

23 The Town’s funding request to the Tourism Development Authority for the new Emerald Isle Beach Music Festival will
24 be considered by the TDA on May 12. We are hopeful that the Town’s request for \$35,000 will be approved at that
25 meeting, after which we will begin formalizing the musical acts and publicizing the event, which is tentatively
26 scheduled for Saturday, September 24 at the Western Ocean Regional Access. A copy of the funding request is
27 attached, and includes details about the event.

28
29 **NC 58 Traffic Improvements Scored, To Be Prioritized This Summer**

30 Preliminary project scores for the requested NC 58 traffic improvements were released, and the improvements at the
31 5 intersections (NC 58 / NC 24, and the 4 signalized intersections in Emerald Isle) scored reasonably well. The
32 Carteret County Transportation Committee and the DownEast RPO will be assigning local priority points to various
33 projects this summer, and I am hopeful that the Town’s requested projects will be included among those groups’
34 priorities and that the scores will be enhanced to a point that the projects can be included in the NCDOT’s new
35 Statewide Transportation Improvement Program.

36
37 **Special Board Meeting – June 24?**

38 I would like to schedule a special Board meeting in mid or late June for a general discussion about the Board’s “big”
39 goals, as we have been discussing individually for the past couple of months. I am hopeful that this discussion will
40 begin to develop Board consensus on which “big” goals to pursue in the future, and provide important direction to me.
41 I am suggesting Friday, June 24 at 10 am in the Town Administration Building Conference Room. Please let me
42 know if this date and time work for you. If not, we can certainly select a different date.

43
44 **Planning Board Takes No Action on Non-Conforming Off-Premises Signs**

45 Town staff recently presented a proposed ordinance amendment regarding off-premises non-conforming signs to the
46 Planning Board for consideration. The proposed amendment would have essentially “grandfathered” the 9 existing
47 off-premises, non-conforming signs in Emerald Isle in perpetuity. The proposed amendment would also have

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1 enabled any such signs that were in place prior to January 1, 2006 to be re-installed (would allow Bogue Inlet Pier
2 and Camp Ocean Forest signs to go back up).
3

4 The intent behind the proposed amendment was to allow for structural repairs to existing signs so that the aesthetic
5 appearance of the signs will be improved. As currently written, the Town's ordinances simply require the signs to be
6 removed at such time that the sign structure is damaged more than 50%. The result is that there is no incentive
7 (actually, there is harm) for the owners to improve these signs, and these signs will likely remain in place for many
8 years. The Town's ordinance has included this provision since at least 2000, and perhaps longer, and nearly all of
9 the signs that were in place at that time are still in place today. The essential questions to consider are "do we want
10 to keep waiting for these signs to come down on their own, do we want to allow them to be maintained or replaced to
11 improve aesthetics, or do we want to force them to be removed by a certain date?"
12

13 The Planning Board did not agree with grandfathering the signs in perpetuity, and initially considered establishing a
14 certain deadline (3 years? 5 years? 10 years?) for the signs to be removed. Ultimately, the Planning Board did not
15 pursue that concept, and decided to take no action at all. Is there interest among the Board of Commissioners in
16 considering an ordinance amendment to address this issue, or should it no longer be considered?
17

18 **Lifeguard Service Begins May 25**

19 The Fire Department has worked hard this offseason to improve the lifeguard program, and is nearly ready to begin
20 the season. Training will occur from May 13 – 15 and again from May 20 – 22, and daily lifeguard services will begin
21 on May 25 and continue through Labor Day weekend. The Fire Department expects to have a total of 5 lifeguards on
22 the beach strand on most days, with one supervisor on an ATV, two roving lifeguards on ATVs, and one lifeguard at
23 each of the Town's two regional beach access facilities.
24

25 **Expanded Police Patrols on Beach Strand**

26 The Police Department has also been working hard to prepare for the summer season, and has already begun
27 providing expanded patrols on the beach strand on weekends and busy weekdays. The Police Department will have
28 one officer patrolling the beach on an ATV, one assigned to the Bogue Inlet Pier area, and one assigned to the
29 Western Ocean Regional Access / Eastern Ocean Regional Access (bounce between the two facilities) on most days
30 this summer.
31

32 **New Flood Insurance Rate Maps**

33 We continue to review the draft flood insurance rate maps that will be released to the public on June 30. Josh
34 Edmondson, Town Planner, will make a presentation to the Board at the July 12 regular meeting and will highlight the
35 changes in Emerald Isle. Overall, the new maps are very favorable for Emerald Isle property owners, however, we
36 do expect some property owners to be negatively impacted, and want to offer as much information and assistance as
37 possible to these property owners.
38

39 There will likely be a formal appeals process in early 2017, and the Board of Commissioners will likely be asked to
40 adopt the new maps in mid or late 2017, after which they will become the basis for flood insurance premiums and
41 construction regulations.
42

43 **New Wayfinding Signs To Be Installed Before Memorial Day**

44 The 17 new "wayfinding" signs have been delivered, and Public Works staff will be installing them over the next 3
45 weeks so they are in place before Memorial Day weekend.
46
47
48

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1 **Municipal Service Districts Bill Introduced**

2 Two bills have been introduced in the 2016 General Assembly session that include changes to the statutes that
3 govern municipal service districts. (The Town's "Primary Benefit District" consisting of all oceanfront and inlet-front
4 property owners that is used to finance a portion of beach nourishment costs is a municipal service district.) Senate
5 Bill 803 and House Bill 1023 appear to be identical, and are the result of a special legislative committee that has
6 been reviewing this issue in recent months. The two bills include several changes, but fortunately none of the
7 changes appear to be harmful to Emerald Isle's municipal service district. We will continue to monitor the progress of
8 these bills during the remainder of the session, and seek out Representative McElraft's and Senator Sanderson's
9 assistance if necessary.

10
11 **Dumpster Service Contract Expires December 31**

12 The Town contracts with Waste Industries for dumpster service at Town facilities and at the residential condominium
13 complexes, and the amount of the contract is approximately \$80,000 annually. This contract will expire on December
14 31, 2016, and Waste Industries has informally approached the Town about a contract extension. Unless the Board
15 objects, I am considering some minor adjustments to the dumpster service and will likely seek competitive bids for
16 the new service later this summer and fall. Please let me know your thoughts on this issue.

17
18 **Bogue Inlet Navigation Dredging Complete**

19 The US Army Corps of Engineers recently completed maintenance dredging in Bogue Inlet with the sidecast dredge,
20 and I am hopeful that this work will keep the channels safe and navigable for much, if not all, of the summer. I have
21 attached copies of the most recent, post-dredging surveys for your information.

22
23 This effort was funded by remaining State-local funds reserved for maintenance dredging. Prior to this dredging
24 event, the balance in this account was approximately \$170,000. Although we don't have actual costs from the Corps
25 yet, we believe that this account likely now has less than \$100,000 remaining, which is likely only enough funding
26 (work costs \$15,000 per day) for one more maintenance dredging event later this summer or fall. We will need to
27 soon begin work to organize area local governments to provide additional funding to leverage State funding in the
28 future.

29
30 **Bogue Inlet Navigation Dredging Permit Issued to Town**

31 After several months of work funded by the NC Division of Water Resources, the NC Division of Coastal
32 Management recently issued a new permit to the Town of Emerald Isle for future maintenance dredging in Bogue
33 Inlet. This new permit will enable the Town to initiate and coordinate future navigation maintenance dredging in
34 Bogue Inlet as necessary or desired, and was pursued to make sure the Town is well-positioned to lead this work if /
35 when the Corps of Engineers is no longer able to do so. For the foreseeable future, we expect the Corps of
36 Engineers to continue historical practice, however, we will also be evaluating future opportunities to bring in a private
37 dredging contractor to complete the work more cost-effectively, ideally with a minor beach nourishment component
38 (with sand placed at The Point).

39
40 **Deck Evaluation Class – May 20**

41 The Town is sponsoring another Deck Evaluation Class for area contractors and the general public, and it will be held
42 on Friday, May 20 from 8:30 am – 12:30 pm in the Town Board Meeting Room. The class is available free of charge,
43 on a first-come, first-serve basis. There are a total of 43 signed up as of May 6. A total of 100 people attended the
44 December 2015 class.

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1 **Most New Residential Starts in 10 Years**

2 As noted in the attached Monthly Statistical Report, the Town has permitted a total of 27 new residential units for the
3 first 10 months of FY 15-16. This is the highest number permitted since FY 06-07, when 43 new units were
4 permitted. The Town permitted 127 units in FY 03-04.

5
6 **Significant Increase in Beach Driving Permits**

7 Beach driving season ended on April 30, and, as noted in the attached Monthly Statistical Report, the Town issued a
8 total of 1,472 paid permits and 772 free permits in FY 15-16. This is the most ever, despite a 25% fee increase in
9 2014, and is up from 1,080 paid permits and 570 free permits three years ago.

10
11 **18th Street Beach Access Walkway Under Construction**

12 The Town's contractor continues work on the replacement of the beach access walkway at 18th Street, and is
13 expected to have the new walkway complete before Memorial Day weekend.

14 **Beach Access Food Vendors Begin Offering Food**

15 Jackie's American Grille and El Wine Market are scheduled to offer food for sale at the Eastern Ocean Regional
16 Access and Western Ocean Regional Access each weekend in May, and ice cream vendors (Ben & Jerry's, Dairy
17 Queen, and Sweet Spot) will begin sales over Memorial Day weekend.

18
19 **EmeraldFest Concerts Begin June 16**

20 The 2016 EmeraldFest schedule is as follows:

- 21 • June 16 Pure T Mommicked - *Rock/Alternative*
22 • June 23 Justin Castellano - *Eclectic*
23 • June 30 Now & Then - *Classic Country, Bluegrass, Mix*
24 • July 7 Outer Banks Philharmonic - *Rock/Alternative*
25 • July 14 4EverAll - *Pop/Variety/Originals*
26 • July 21 Scearce & Ketner - *Carolina Pirate Rock*
27 • July 28 Wild Honey - *Blues/Country/Rock*
28 • August 4 Backseat Romeo - *Acoustic Rock*
29 • August 11 Big Drink - *Pop/Rock/Variety*
30 • August 18 Naked Knees - *What a Party Sounds Like*

31
32 All concerts will begin at 6:30 pm at the Western Ocean Regional Access. Food vendors are expected to be open
33 during the concerts this year.

34
35 **New Small Storm Water Relay Pump – 6400 Block**

36 Public Works is planning to install this new system on Ocean Drive near the Sea Crest beach access walkway later in
37 May. The new system will include a catch basin and small submersible pump, and will direct storm water through a 4
38 inch PVC pipe along the Sea Crest beach access easement to the dune field. I am anxious to see how effective this
39 new system will be at resolving ponding water concerns in this area.

40
41

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1 **Still Waiting for New Police Vehicles**

2 The Police Department is awaiting the delivery of 3 new vehicles (1 Dodge Truck and 2 Dodge Chargers), and we
3 hope to have at least 2 of the vehicles on the road later in May. The new Dodge Truck is especially critical because it
4 will free up an older vehicle for re-assignment on the beach strand.
5

6 **CAMA Grant Application for New Point Beach Access Walkway Denied**

7 The Town had requested a \$21,000 grant from the NC Division of Coastal Management (CAMA) for the construction
8 of a new beach access walkway at The Point vehicle ramp and new gates at Station Street Park. Unfortunately, but
9 not surprisingly, this grant application was denied. The FY 16-17 Recommended Budget allocates existing reserve
10 funds (\$15,000) in the Bicycle and Pedestrian Fund for the construction of the new beach access walkway at this
11 location later this summer or early fall. If the Board approves, we hope to have the new walkway constructed prior to
12 September 15, the start of beach driving season.
13

14 **Fire / EMS Set to Offer New CPR Class**

15 EIFD and EI EMS are now offering a new CPR class to the public, at a minimal cost (\$5 for Emerald Isle residents
16 and workers, \$40 for others). The first classes will be held on Monday, May 23 at 9 am and 6 pm. Each class is 4
17 hours long. EIFD and EI EMS plan to offer the classes each month, and we will publicize the classes via the Town's
18 email newsletter, website, Facebook, Twitter, and the EI App.
19

20 **Unified Development Ordinance / USMP Program**

21 As noted previously, I hope to begin work on a comprehensive review and simplification of the Town's Unified
22 Development Ordinance in the coming months. The current UDO can be confusing for Town staff, development
23 professionals, real estate professionals, and the public, and my goal is to create a much more user-friendly,
24 understandable document.
25

26 I also hope to complete a thorough evaluation of the Town's storm water management ordinance, and potentially
27 withdraw from the State's Universal Storm Water Management Program. At one time, it was very advantageous for
28 the Town to participate in the USMP program, however, subsequent changes to State storm water regulations have
29 caused us to question the value of the USMP program to the Town.
30

31 **New Wooden Walkways Over Wet Areas in EI Woods Park**

32 There are two significant trails in EI Woods Park that are often flooded after prolonged periods of rainfall (directly
33 adjacent to significant storm water features in EI Woods Park), and I am hoping to have small wooden walkways
34 constructed over these areas in order to 1) create a more functional trail in the park, and 2) more importantly, make
35 it easier to monitor the Town's storm water system in EI Woods Park after prolonged periods of rainfall. We have
36 secured a cost estimate of \$7,200 for this work, and I may authorize this work in June if there are sufficient savings in
37 the FY 15-16 budget.
38

39 **Potential Partnership To Provide Staff Assistance for Emerald Isle Business Association**

40 Mayor Barber and I are scheduled to meet with EI Business Association leaders on May 9 to discuss the possibility of
41 creating a paid staff position for the EIBA, ideally in partnership with the Tourism Development Authority. Ideally, the
42 new position would work out of the new Welcome Center, and would serve both the TDA and the EIBA (funded by
43 both entities). I am hopeful that such a new position would better promote EI to our visitors and potential visitors,
44 help with existing special events (i.e., St. Patrick's Festival, Christmas Parade, etc.), help with new events (i.e., new
45 "EI Beach Music Festival", etc.), organize special shopping experiences among Emerald Isle businesses (i.e.,
46 Christmas shopping deals throughout the entire Town), and better galvanize the brick-and-mortar businesses in
47 Emerald Isle.
48

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1 **Water Tank Maintenance Work Nearly Complete**

2 We expect the Town's emergency communications equipment to be re-installed on the water tank within the next
3 week. The temporary tower in place on the NC 58 right of way near Emerald Plantation will be removed shortly
4 thereafter.

5

6 **15. Comments from Board of Commissioners and Mayor**

7

8 Commissioner Finch thanked Commissioner Dooley again for her hard work with the
9 Marathon and all those who worked with her and volunteered. The Board agreed and
10 echoed these sentiments.

11

12 **16. Adjourn**

13

14 ***Motion was made by Commissioner Messer to adjourn the meeting. The Board***
15 ***voted unanimously 5-0 in favor. Motion carried.***

16

17 ***The meeting was adjourned at 7:45 pm.***

18

19 Respectfully submitted:

20

21

22

23 Rhonda C. Ferebee, CMC, NCCMC
24 Town Clerk