

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Wednesday, January 7, 2015 6:30 P.M.*

PRESENT: Mayor Pro Tem Tom Leonard, Aldermen Suzanne Gray, Don Harte, Richard Macartney, and Richard Peters, Town Attorney Brian Edes, and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Mayor Daniel Tuman & Town Manager Stuart Turille

- I. **CALL TO ORDER:** Mayor Pro Tem Leonard called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Alderman Macartney gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Pro Tem Leonard led those present in the Pledge of Allegiance.
- IV. **APPROVAL OF AGENDA:**
 - Alderman Gray made a motion to approve the agenda as presented. Alderman Peters seconded the motion.
 - The motion passed unanimously.
- V. **PUBLIC HEARINGS/PRESENTATIONS:**
 - A. **Presentation – FY14 Audit – Andy Darnell, CPA of Carr, Riggs, Ingram, LLC:**
 - Mr. Darnell gave the audit report.
 - Mr. Darnell took questions from the Board.
 - Alderman Peters made a motion to approve the FY14 audit report. Alderman Macartney seconded the motion.
 - The motion passed unanimously.
 - B. **Presentation – Town Park South Master Plan – Judy Hills, Executive Director, Eastern Carolina Council:**
 - Ms. Hills gave a short presentation for the Board of Aldermen.

*There is an attachment to these minutes.

- Ms. Hills took questions from the Board.
- Alderman Macartney made a motion for the Board of Aldermen to approve the master plan for the south end park as presented and to direct Town Staff to submit the PARTF application for improvements to South Park at a proposed cost of \$125,552 with the Town providing the required match of half the cost at \$62,776 with the understanding that the Town is responsible for completing the project if the PARTF funding is awarded. Alderman Peters seconded the motion.
- The motion passed unanimously.

C. Public Hearing – Proposed Amendment to Sec. 8.04.02 Signs that do not require a permit:

- Ms. Faulkner introduced this item.
- Alderman Macartney made a motion to open the public hearing. Alderman Peters seconded. The motion passed unanimously.
- No one came forward to speak.
- Alderman Macartney made a motion to close the public hearing. Alderman Gray seconded the motion. The motion passed unanimously.
- Alderman Peters made a motion to adopt the draft ordinance reducing the allowable size to 3 feet by 6 feet or 18 square feet. Alderman Harte seconded the motion.
- Mr. Edes made a suggestion to make the ordinance more uniform since the idea of a sign ordinance is to promote aesthetics for a town and also allow commercial and non-commercial speech. He said the more uniformity you have the more the aesthetic aspect is achieved.
- Mayor Prom Tem Leonard asked that the motion be clarified.
- Alderman Peters clarified his motion to adopt the draft ordinance (Ordinance 2015-1) to amend the current ordinance to read “not to exceed 18 square feet and the dimensions of 3 feet by 6 feet.” Alderman Harte seconded the motion.
- There was discussion.
- The motion passed 4-1 with Alderman Macartney voting against.

D. Presentation – Update on Sand Bag Revetment Project & Phase 5 Shoreline Protection Project – Ken Willson, Coastal Planning & Engineering:

- Mr. Willson made a presentation which updated the Board of Aldermen on the North End Sand Bag Revetment Project and the Phase 5 Shoreline Projection project. Slides and corresponding notes are attached (Attachment A).
- Mr. Willson took questions from the Board.

E. Public Hearing – Preliminary Assessment Resolution for Beach Erosion Control and Flood and Hurricane Protection Works, North Extension Project:

- Ms. Faulkner introduced this item.
- Mr. Willson updated the Board on the extension and the permit for the north extension project.
- Alderman Gray made a motion to open the public hearing. Aldermen Peters seconded the motion. The motion passed unanimously.

Mr. George Vann of 2386 New River Inlet Road – Mr. Vann distributed a letter to the Board of Aldermen. Mr. Vann made comments about the erosion near his home and the use of the spit area near his property. He read the letter out loud.

- Alderman Gray made a motion to close the public hearing. Alderman Peters seconded the motion. The motion passed unanimously.
- Alderman Peters made a motion that the Board of Aldermen adopt Resolution 2015-1 the Assessment Resolution for Beach Erosion Control and Flood and Hurricane Protection Works, North End Sand Bag Revetment Project North Extension Project. Alderman Gray seconded the motion.
- There was discussion.
- The motion passed unanimously.

VI. MANAGER'S REPORTS:

Ms. Faulkner summarized the following reports:

Manager's Report

1. Shoreline Protection Project:

A. Phase 5 -

Sand pumping began December 18 at 3542 Island Drive. To date the project has completed ¼ mile.

B. Relationship to the Federal Project --The Water Resources & Reform Development Act Credit request — the USDA State Director agreed to investigate our request from the Assistant Secretary of Army. We will also discuss this with incoming Senator Tillis. We are also seeking Colonel Landers assistance.

C. USDA Reserve Requirement— USDA agreed to transfer one year of our required five years of reserve payments to the 5th year, reducing our payments due in 2015 by \$914,000 and increasing our available fund balance.

D. Phase 1 Maintenance & Remaining Phases:

- Division of Water Resources approved our grant application for the **scheduled Phase 1 dredge maintenance project** for \$1,250,000. This is the first payment of our request for \$4,000,000 to achieve our 50% match. The project is scheduled for 2016 and will be discussed at the February Board Retreat.

- The **Cedar Bush cut** permit process is ongoing, as an additional source of sand for work next November, 2015, to re-nourish the Phase 1 area and possibly beyond.
- 3. **New River Inlet Navigation**—we receive calls about boats aground in the inlet. Inlet navigation is a responsibility of the US Army Corps of Engineers, Coast Guard and Onslow County, not the Town.
- 4. **CBRA legislation**—we are scheduling a meeting with Senator Tillis to re-introduce our legislation. I contacted Senator Hagan’s office to see if notes and records can be transferred to the incoming Senator.
- 5. **NCDOT sign grant**—NC Department of Transportation – contractor selection concluded with a start date for early this month.
- 6. **February Retreat**—Wednesday, February 11, 9AM.
- 7. **NCBIWA Spring conference**—March 16, 17 Pine Knoll Shores—let Carin know availability.

Assistant Town Manager's Report

February Retreat

Town Staff requested feedback from the Board of Aldermen on scheduling the retreat for Wednesday, February 11th beginning at 9:00 a.m. and lasting through the day. The Board has discussed inviting the Planning Board to the retreat and an invitation will be made for the Planning Board to attend. Town Staff would like the Board to submit approximately 3 items each for discussion and planning. A few items have already been chosen such as further discussion on parks and recreation, some feedback from CP&E on their Contingency Plan, and a report from Dr. Cleary on his assessment of the channel realignment strategy and the severe erosion issue near the inlet.

Town Code

The Town is currently in the process of codifying the Town’s ordinances. Town Staff has chosen a different code corporation to bring the Town’s code up to date. The code will still be available online as it was with the previous company and the Town will be able to send ordinances immediately to the company to be inserted into the current code. The Planning Director is still working on finalizing the UDO for codification so the UDO will not be included in the supplement the Town is working on. Ms. Hill will be working with American Legal separately on getting the UDO codified. American Legal has provided the Town with a preliminary manuscript to review and their attorneys have reviewed our ordinances and have provided the Town with a report of suggested changes. Town Staff will be going over those and will be working with the Town Attorney to provide American Legal the guidance they need to finish this project. Our response is due by March 6, 2015. Any items that require Board decisions will be brought to the Board and the Board will be able to see all changes to the code before the Board adopts a codification ordinance.

Phase Five Informational Meetings/Online Updates

Town Staff and CP&E project manager, Adam Priest, will be conducting informational meetings for the public to attend and receive updates on the Phase 5 project and to ask questions. They will take place every other Tuesday at 3:00 p.m. at the Town Hall Meeting Room beginning on January 6th. Town Staff has been updating the public via the Town’s website and social media sites and has been posting answers to frequently asked questions and the daily observation reports.

Employee Performance Evaluation 101

Town Staff will be attending a webinar on employee performance evaluation on January 23rd. The Town has decided to implement merit pay system which will likely require a change in the way the Town evaluates its employees. This training will initiate the process.

Newsletter/Outreach

The last newsletter was distributed in September. The next newsletter will be electronic only and the target date for distribution is mid-February if not sooner. Town Staff recently met with the Hampton Colony HOA to provide updates on CBRA and shoreline protection. Town Staff will make an effort to be available to attend HOA meetings when invited to attend.

Upcoming Events

4 Town Meeting – January 15 at 6:30 p.m. – Surf City Welcome Center
ASPBA Conference – February 24-26 – Washington D.C.
NCBIWA Conference – March 16-17 - Pine Knoll Shores

VII. **OPEN FORUM:**

Don Martin of 207 Oyster Lane - Mr. Martin made comments about the success of the Phase One project, terminal groin legislation, the State's inlet fund, and the Town's cooperation with the County. He also mentioned CBRA and suggested that the Town work closely with Congressman Jones on the CBRA legislation.

George Vann of 2386 New River Inlet Road: Mr. Vann made comments about the financial burden that his family will have when the Town does an assessment for the sand bags in front of his house.

VIII. **CONSENT AGENDA:**

- A. Request to Approve Tax Refunds
- B. Request to Approve Budget Amendment #3
- C. Request Adopt Resolution 2015-2 – A Resolution Authorizing the Disposition of Certain Surplus Personal Property to Another Governmental Unit
- D. Request Adopt Resolution 2015-3 – A Resolution Authorizing the Disposition of Certain Surplus Personal Property Approval of Minutes: November 6, 2014
- E. Request to Appoint a Board Member to Serve on the Eastern Carolina Council General Membership Board
- F. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
- G. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA

- Alderman Macartney made a motion to approve the consent agenda as presented. Alderman Gray seconded.
- The motion passed unanimously.

IX. **NEW BUSINESS:**

A. Request to Approve DENR Grant Contract #6301 for the DWR - WRD Grant - New River Inlet Ocean Bar Dredging Project:

- Ms. Faulkner introduced this item.
- Alderman Gray made a motion that the North Topsail Beach Board of Aldermen approve North Carolina Department of Environment and Natural Resources Grant Contract # 6301 for the WRD Grant for the New River Inlet Ocean Bar Dredging project and authorize the Town Manager or designee to execute this contract. Alderman Peters seconded the motion.
- There was discussion.
- The motion passed unanimously.

B. Request to Adopt Proclamation for National Law Enforcement:

- Mayor Pro Tem Leonard introduced this item.
- Mayor Pro Tem Leonard made a motion to adopt the proclamation for National Law Enforcement Appreciation Day. Alderman Harte seconded the motion.
- Alderman Gray read the last few sentences of the proclamation. “We further call upon all citizens of North Topsail Beach to send cards of support, write letters in support of law enforcement, and proudly display your blue light throughout the month of January in show of support.”
- The motion passed unanimously.

X. **OPEN FORUM:**

Robert Swantek of 3772 Island Drive - Mr. Swantek asked about the maintenance cost of the sand bags.

XI. **ATTORNEY'S REPORT:** Mr. Edes gave an update on the status of a case that Emerald Isle is involved in which deals with the public trust area of the beach, and the question of whether the dry sand beach open to the public. He said this question has not been squarely addressed by any appellate courts in North Carolina. He said it is a big issue and if the court of appeals rules a certain way it will change the face of NTB and every beach in North Carolina. He will update the Board as to what happens.

XII. **MAYOR'S REPORT:** Mayor Pro Tem Leonard thanked everyone for coming out and handling the controversial issues in a professional manner and Happy New Year.

XIII. **ALDERMEN'S REPORT:**

Alderman Macartney: Mr. Macartney complemented Mayor Pro Tem Leonard for running a good meeting and he said he hopes everything works out up at the North End. He said that the Town follows the law and makes everything transparent and makes sure the public knows what the Town knows.

Alderman Harte: Mr. Harte thanked everyone for coming.

Alderman Peters: Mr. Peters thanked everyone for coming.

Alderman Gray: Mrs. Gray thanked everyone for coming and having patience with the Board. She said all of this is difficult and that the Board is trying to do the best it can for the whole town. She said if the Board could control Mother Nature or if there was a magic plan, the Board would be willing to listen to it, but it's not out there and all we can do is the best we can with what we have.

- XIV. **ADJOURNMENT:** Alderman Gray made a motion to adjourn. Alderman Harte seconded the motion. The meeting adjourned at 8:25 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 2/ /2015

North Topsail Beach
North End Sand Bag Revetment Project
Update

Coastal Planning & Engineering of North Carolina
January 7, 2015

Ken Willson - (kenneth.willson@cbi.com)
Tom Jarrett, P.E. - (james.jarrett@cbi.com)
Julien Devisse, P.E. - (julien.devisse@cbi.com)

Tracking No: 00002511

Since the project started the Town has received a lot of information requests from the public wanting to know the progress of the project, any updates on the projects, how things are going. They have been forwarding CP&E on a number of different questions and concerns from different folks, citizens, and property owners. So we have tried our best to condense it into a presentation and provide you information on the sand bag revetment project.

Progress Report:

- **Tube Installation** - December 13, 2014 – December 22, 2014 (10 days) – 10 x 100' tubes installed. (Complete)
- **Sand Bag Installation (North End)** – December 28, 2014 through January 1, 2015 (4 days) – 118 bags installed. 145 linear feet. 2 stacks
- **Sand Bag Installation (South End)** – January 2, 2015 through January 6, 2015 (5 days) – Complete section constructed (5 stacks) from Topsail Reefs to the south end of the temporary containment tube. 174 bags installed. 115 linear feet.

The first part of the project was the tube installation. For those of you who followed the process, originally this was designed as a sand bag revetment project. As conditions continued to worsen up on the north end it was recommended that the Town put in this stop gap measure, this tube installation, so the Town got approval to install a geotube a 12 foot wide, anywhere from 3 to 6 foot high geotube. They measure about 100 – 150 feet in length and there are ten of them that run the stretch of the project there. That was priority number one, the first tube started going into place on December 13 and 10 days later they actually had installed all 10 of the proposed sand tubes. We are going to go through these 3 points real quick and then we have some pictures that will provide more information.

The sand bag installation up on the north end began shortly after the Christmas break. The contractor took a 3-4 day break during the Christmas break and they came back on the 28th and started laying sand bags, the actual base of the sand bag revetment, up on the north end. They wanted to get the tie in wall, the return wall, in place up there first so they spent 4 days up there between December 28th and January 1st and they installed about 145 feet and right now what they have is the first two stacks.

The original proposed plan was to have 5 layers of sand bags to create the revetment so they've got their first 2 base stacks in place up there and that is basically sealed up and has brought the elevation of the revetment up higher than the tube and its basically sealed off some of the drainage that we were seeing up there around the northern geotube.

Finally after that they transitioned to the south end, that started January 2nd up through yesterday that was 5 days that they worked and they have actually completed the section including the tie in with the Topsail Reef structure. They completed the southern 115 linear feet of the project they have all 5 stacks in place. We will move on and show you some of those pictures we are talking about.



This is the tube installation that started up here on the northern end. This is where the tube ties into the upland area, they made this turn, they actually made this turn using a geotube that is 100 feet long so the angle was originally proposed at 90 degrees, that angle is a little wider than 90 degrees just to allow for the ability of the tube to turn and what they did was they would progress down the line so as they got one tube laid, it's a little tough to see, but you see there's some metal pins sticking up out here so basically they put a boundary of these pins or pipes in the water, the tube has straps on it and they used those pins to hold the tube in place as they began filling it. So they'd fill another 100 foot section and then they would go through that process again.

This is as they are making their way down along the oceanfront here and again they finished this tube here they have their pins placed ready to progress further down to the south. And then this is the way that the southern terminus ended up. Just before the Christmas break. There was some discussions about how that tube would end. There were some concerns on the part of the Topsail Reef that they didn't want the tube to run all the way up and actually butt up against their revetment. They actually wanted the contractor to stay about 50 feet away from their revetment so as not to damage anything with the revetment as far as the geotube was concerned. As we got closer and closer to finishing up installing that 10th tube the contractors realized that when the tide came in, it would fill in that base behind the geotube structure and then the tide would go down the water was rushing around that last tube and to leave it open ended the way that we had originally discussed with the Topsail Reef and leave that 50 foot gap there would have been very high flows coming through that gap and it would have undermined both the tube and probably the revetment up there at the Topsail Reef. So the decision was made just before Christmas to bend that last tube around and basically tie into some high ground to some high stable ground that they could find down there on the south end. What that did was that ended up leaving the southern two structures outside of that revetment of the temporary containment tube and that lasted through the Christmas break. We will talk about that specific issue in just a second.



After they finished the geotube installation, the temporary installation, they moved up to the north end. So these are the contractors, the upper left hand corner picture, this is the first basal layer of the sand bags so these are two 15 foot long bags laid end to end to create the 30 foot base at the bottom and you can see just from the natural slope of the beach up there that once those first bags were laid the elevation of those sand bags is actually higher than the geotube which is seen in the background there.

Moving to the right, this is the construction crew making that turn around to the 90 degrees to form the return wall. This is the return wall, all the bags, all the basal bags are laid here on the return wall and you can actually see them starting to lay the second layer out here in front.

And this is an aerial photo, one of the guys on the construction crew actually has a drone and has been able to get us some pretty cool pictures, but this a shot showing basically what the south end looked like after they finished the basal layer. Right now they actually have the second layer on top of what is shown in this picture.

After they finished those first two stacks up on the north end they reverted down to the south end. One of the reasons that was done was because the concern that the southern two structures were left outside of this temporary containment tube. So the priority quickly became to get the revetment constructed in front of those two structures that had no protection in front of them. So over the course of 6 days the construction crew started laying here. The plan was to leave a 5 foot gap between the Topsail Reef sand bags and the newly constructed wall and once they constructed everything here south they would come and fill this wedge area in and that was completed yesterday afternoon.



These are the first two bags being installed this is kind of what it looked like after the first day they built up two layers here. This is what it looked like as of yesterday afternoon around sunset.

You can see here they have actually filled that gap that was left between the sand bag revetment that's being constructed and the Topsail Reef sandbags. There is no "interlocking." At one point we talked about interlocking the bags to form a tight fit, and what they did was created that gap and then they squeeze-filled bags into that gap to get a tight seal between the Topsail Reef bags and the newly installed bags, so there was no removal of any of the Topsail Reef bags and we didn't have to pull any out or lay any new bags in. They are squeeze-filled to form a compressed type fit there.

Function of Tube Vs. Sand Bag Revetment

- Temporary Containment Tube – “Stop the bleeding” immediately. Retard the loss of sand from beneath houses, provide safer work conditions to install bags.
- Sand Bag Revetment – Provide temporary erosion mitigation for homes, roads, and infrastructure.



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There are some questions that the Town has been getting over the last couple of days and we have some specific slides to try to address some of these questions. The question came up about the function of the tube versus the sand bag revetment. We are going to try to clarify that. As some of you may recall when we first presented this idea of the temporary containment tube we talked about stopping the bleeding. That the erosion that was occurring up there was occurring so fast that we were concerned that if we just started from one end and worked south over the course of three months trying to build this sand bag revetment that the sand was being washed away as fast as we would be able to lay those bags out and so the idea that the contractors came up with was that we can lay this temporary tube out there, it will create a safe environment to work in behind and that is what has been done.

They have installed that containment tube and now basically we are holding the sand in place that is behind that tube so at high tide the waves are not breaking inside that area. When the waves break into that area the suspended sand is no longer all washing up towards the inlet so we are containing a lot more of that sand inside that embayment.

Whereas the difference here, this is up on the north end, this is a fairly illustrative picture that shows the first two stacks of the bag in place. You can see here in the corner of this picture that the sea conditions on that day were pretty rough. This is the geotube in place it's being overtopped, this is probably somewhere between mid and high tide and the geotube is being overtopped and even behind the geotube that water is pretty rough water but even with these two bags in place right now the water in front of the northernmost structure is calm water like a pond. So we are not losing that sand outside from underneath that house that we were previously.



There was a lot of discussion about irregular filling of the temporary containment tube. We mentioned up there on the north end that last tube was a deviation from the original plan and that was made in the field on those last couple of days before Christmas. That last tube was angled toward shore instead of just terminating out at a lower elevation. That tube was a little bit under-filled on the seaward most end of tube number 10. After they came back from the break they ended up beefing that tube up and if you go down there today it is significantly higher.

If you walk the bag line right now you will see two pretty big gaps in the tube line, these were not by design but there is some benefit to those tubes sinking in a little bit. As we created this embayment back there when the tide goes out the water is looking for the lowest place to escape back into the ocean. Without any of these low points in the tube, all of that water was scouring out around that northern end tube and we were seeing a lot of scour occur around that northern tube so what these openings allow for is some relief of that pressure by draining back in through these gaps.

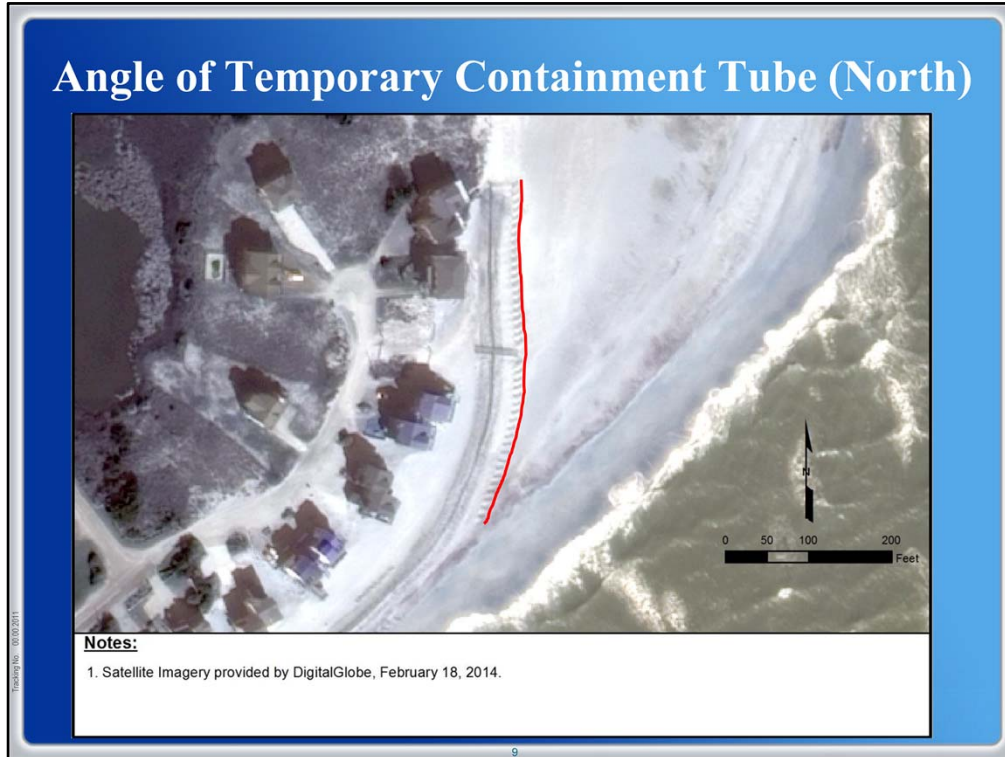
We were just out on the site today, talked a little bit with the contractor, their plan is that until they get sandbags laid in down in front of those gaps they want to keep those gaps open. Once they get that basal layer of sandbags placed in front of those gaps there may be some discussion about maybe filling those gaps in the tubes so that we no longer have that water coming in so fast and some of that scour that we are seeing in that area. Those were some questions about the irregular filling of the bag. We know there were some concerns that perhaps they weren't filled to specifications. The temporary containment tube didn't have a spec to be filled to. The bags all have a spec that they have to be filled, they have to meet a certain elevation. The temporary tube, because it is temporary, the only spec that we have or control that we have is that it was laid horizontally in a specific position, but as far as the elevation of the tube, that was variable. There is not a certain spec to say that it needs filled to a certain height.



There was also some discussion about the angle of the temporary containment tube. There were some concerns that because we did not have a 90 degree angle up here on the north that it sort of came in on a more gradual angle to the shoreline and perhaps that was exacerbating some erosion we were seeing adjacent to the tube.

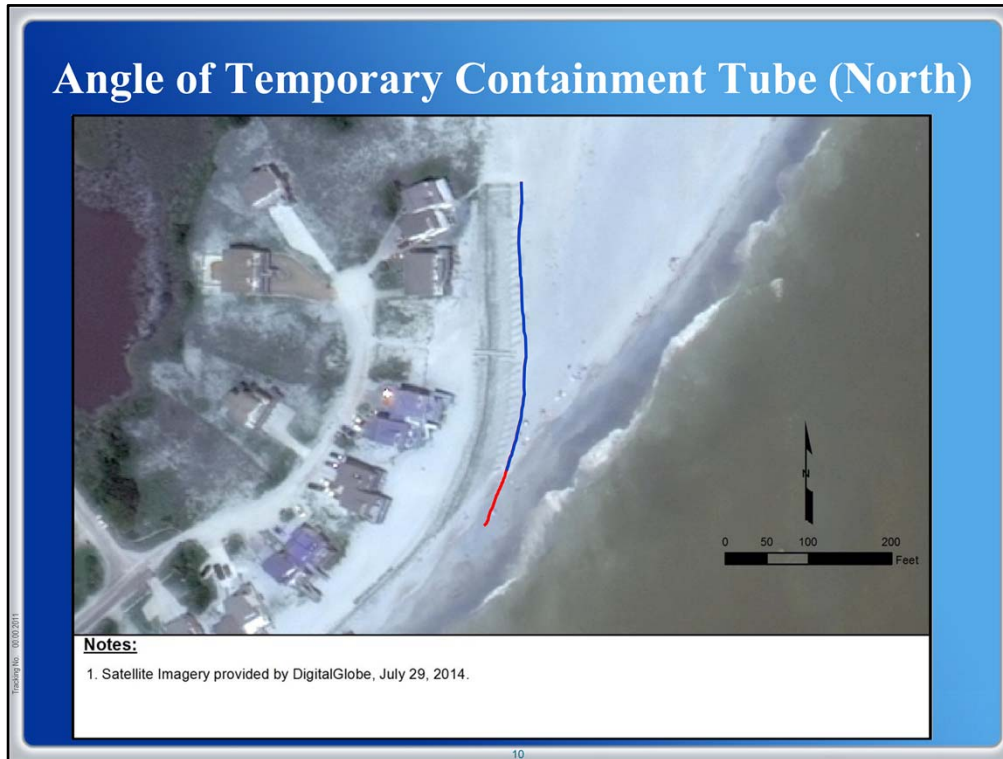
This is the planned footprint of the permitted structure so you can see this curve was made using one tube so it became a little more than a 90 degree angle because we used a continuous tube. So we cut it a little bit short here and it comes a little bit outside of the permitted area here.

The permitting agencies have been up and have seen the site and they understand logistically why that was done. The sandbags are being laid pretty much to follow that 90 degree footprint so we are maintaining that, as far as this angle causing additional erosion, we have this time series here that shows what those properties up there look like.



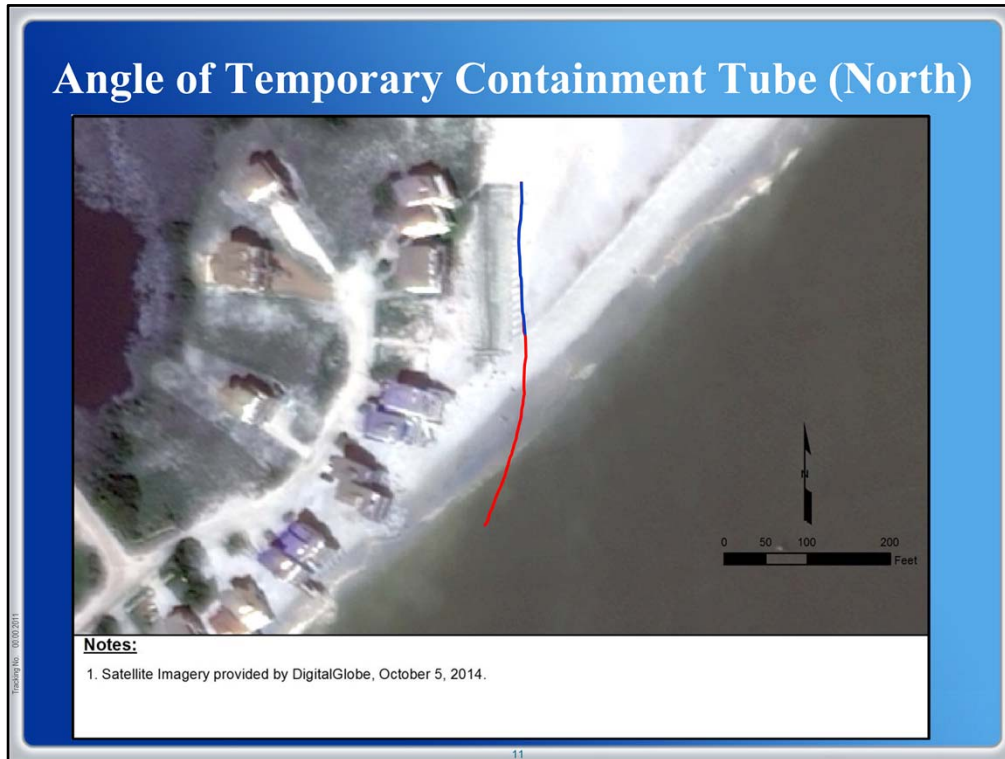
This is just to illustrate that the trend that's been occurring up there, the erosion that we have been seeing occurring up there on the north end, isn't something that is new because that tube has been in place, it is something that we have been tracking for quite some time.

This is a February 18, 2014 photo; this red line illustrates where there was still a frontal dune in place from the original Phase One project, so all these little ticks here are the sand fence that's still in place.

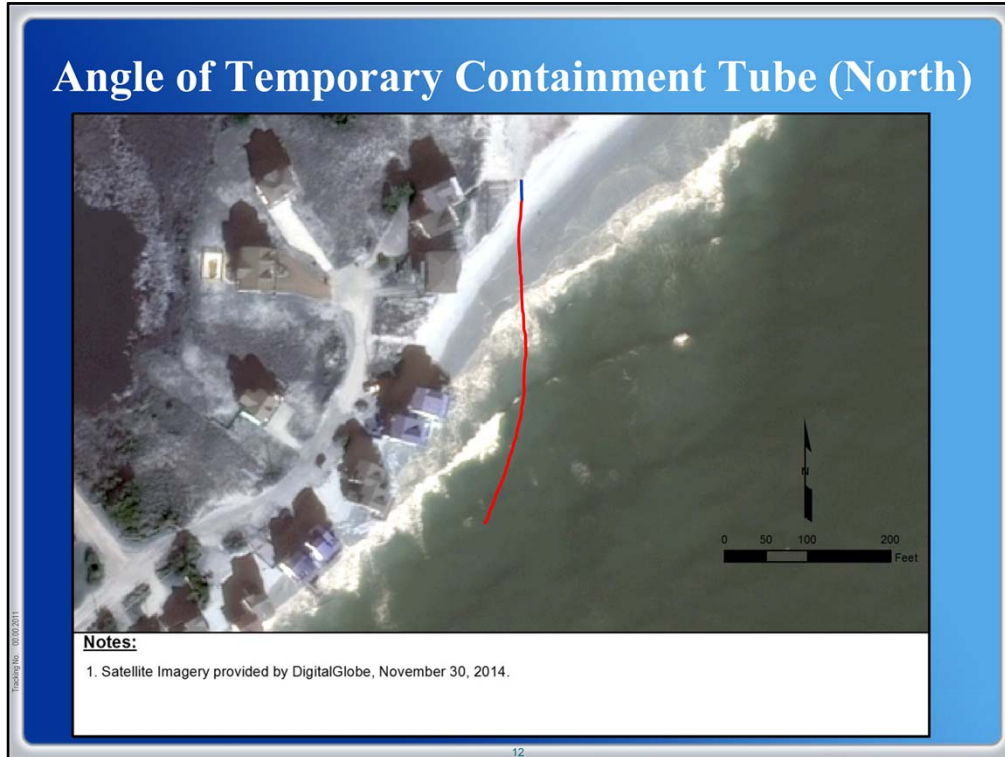


The blue line represents what it is now and the red was that original.

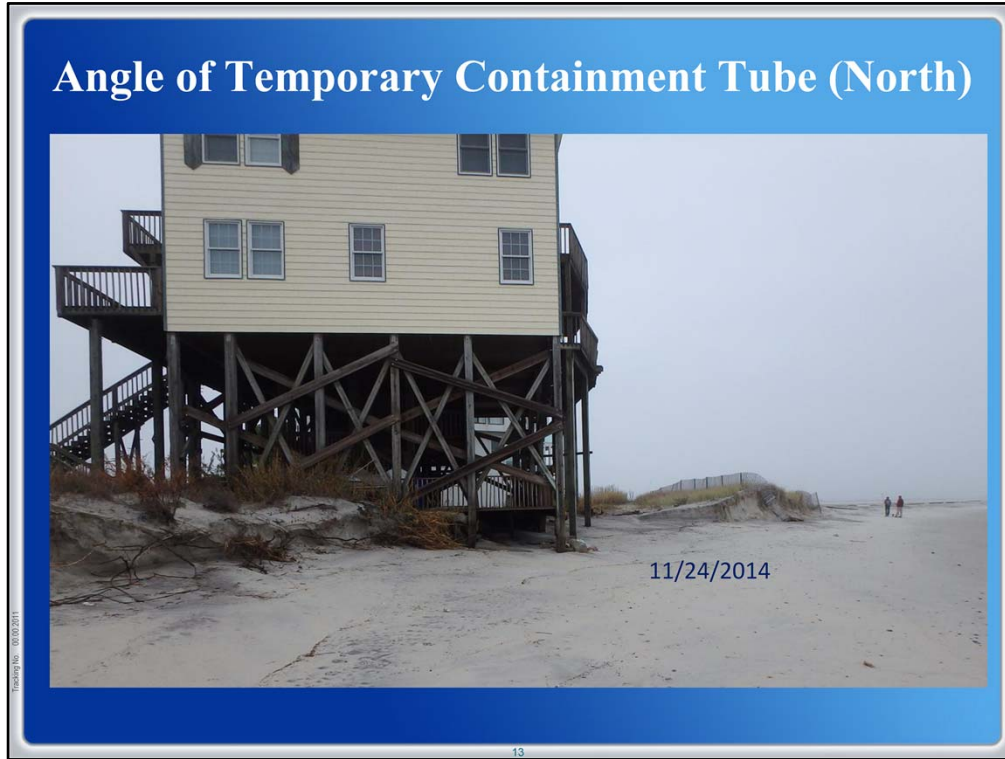
This is July 29, 2014 this is right around the time we started talking about potentially putting some bags in up there.



This is the early part of October.




This is November 30th. This is about 2 weeks before the first tube was installed.



This is the property just north of the sandbag revetment. This was 3 weeks before the installation occurred so we were seeing that trend start to develop up there, erosion in front of those northernmost houses.

Sand from the Spit

- 3 acre shallow impoundment (average 3 foot deeper than surrounding area)
- Must provide survey data to USFWS (volume removed, acres of borrow area, and average depth of borrow)



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We know there have been some concerns about the sand spit and the sand being mined from the spit. One of the reasons why the project was delayed was that we were waiting for Federal authorization from US fish and Wildlife service to approve the use of the spit. We didn't get that authorization until almost the end of November maybe the 1st day of December.

What they approved was that we could excavate within a 3 acre shallow impoundment and once everything was completed that new elevation couldn't be more than 3 feet deeper than the surrounding elevation. So right now you see some of these small areas carved out or trenches at different times. The contractors surveyed this whole area before the project started and all of the surveys that we have seen to-date show that they are meeting this permit condition. The areas that they are digging from have not dropped more than 3 feet from the surrounding areas, pre-project.

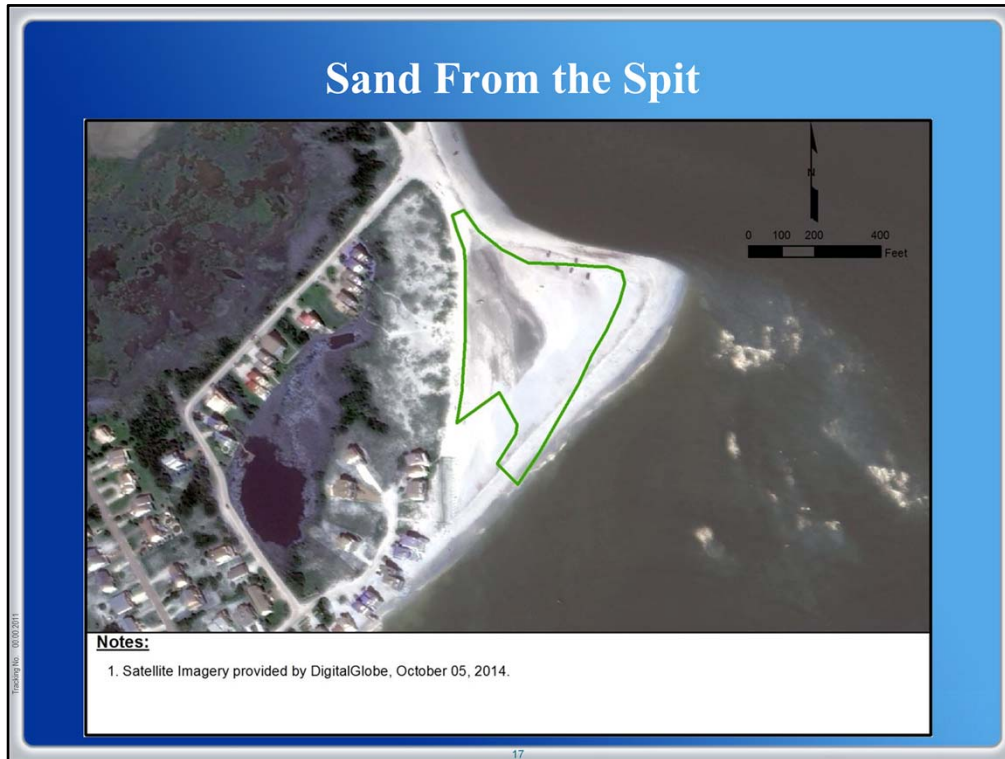
One of the permit conditions is that we have to provide all of the survey data to US Fish and Wildlife and show them the volume that was removed at the end of the project.

The agencies are aware of what is going on with the spit and they have very specific guidelines. The contractor is following them.



These are some time lapse photos, going through some of those aerials we showed you from a minute ago but concentrating on the spit.

This is the variability that we have seen in the spit. We have seen a lot of variability since July.



We actually saw the spit compress and extend a little bit further seaward in October.



Then by the end of November we started seeing the spit peel back from the front end. The spit has been very dynamic and continues to evolve.

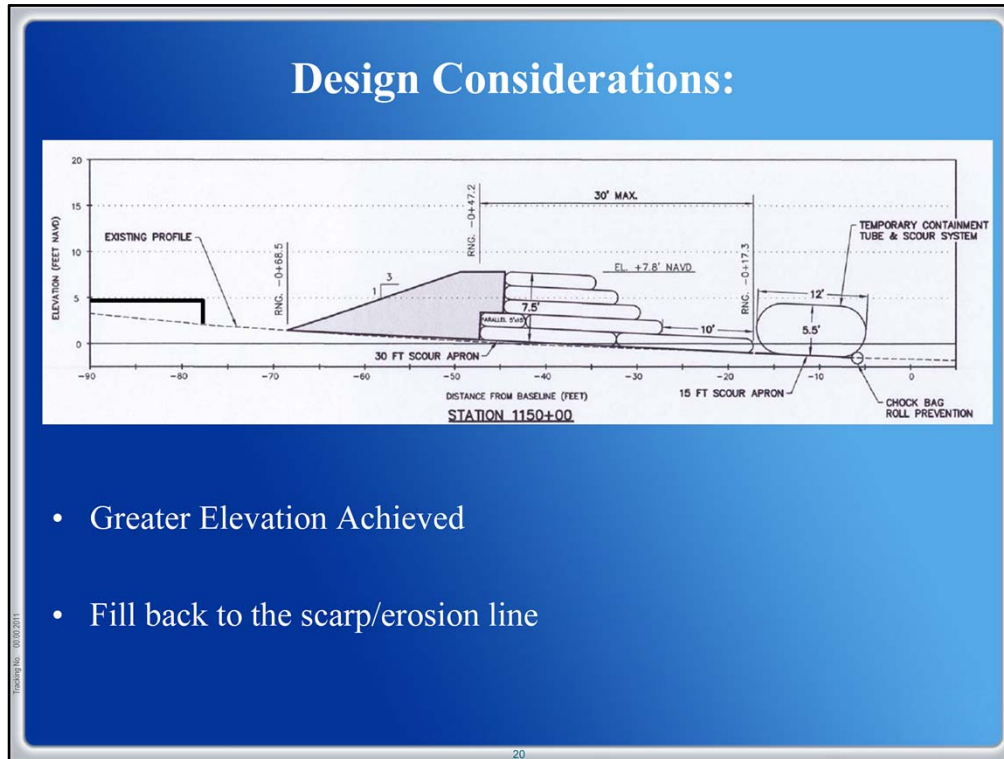
Schedule:

- Sand Bag Revetment construction to continue to March 17
- Temporary Containment Tube to be removed between March 7 and March 17
- Demobilization – March 18 through March 24.

Getting into the schedule, the sandbag revetment construction is scheduled to continue to March 17th.

The temporary containment tube is to be removed sometime between March 7th and March 17th and the contractor believes that they will be demobilizing between March 19th-March 24th.

So at this point in time the contractor is on schedule and we are looking for somewhere around the end of March for all of the construction to be demobilized.



A couple of design considerations that we talked about with the contractor today. This is the actual permitted cross section. We talked about a 5 stack sand bag revetment that was going to achieve a height elevation of about 7 ½ feet. Right now the contractor is filling these bags up and the material is so coarse that they are using to fill it they are actually getting more elevation, but the bag is only so big, so if it gets higher that means the bags are compressing and that means we need more bags stacked down in a row to create the same thing.

Right now what we are dealing with is they constructed that northern section they filled the bags the way they are filling them right now, instead of achieving 7 ½ feet they achieved about 9 ½ feet down there on the south end. The elevation at the south end of the sand bag up against Topsail Reef is actually higher than the Topsail Reef's bags right now. The elevation on top of those bags is a little over 13 feet in elevation. We were assuming in this drawing that the elevation was going to be 7.8 feet so we are considerably higher than that elevation.

One of the things that we talked to the contractor about is if they continue to filling at this rate we are looking at needing more bags to build the whole project. One of the things we talked about maybe trying to juggle the cost to keep the cost the same would be starting to vary the elevation or vary the actual dimensions of the revetment as we go to try to maintain a uniform pressed elevation all the way down the project.

Right now if we build the whole project as it is with 5 stacks all the way down the south end is going to be up here at this elevation and the north end is going to be down here at this elevation so what we are talking about is adjusting this and trying to create a more even elevation all the way down and still maintain this sufficiency of filling the bags up and getting the most elevation out of that, so that is the way we have left if with the contractor they are going to provide us with some survey data hopefully by tomorrow morning and then we will go through and look at readjusting that elevation and trying to keep the bags as close to what was budgeted as possible.

Page 20 Continued

We are trying to avoid any cost overruns and we will actually end up with a higher structure up there on the north end than originally we would have talked about so right now with the 5 stacks we are achieving somewhere around 9-9 ½ feet of elevation as opposed to 7 or 7 ½ so it pays to be a little bit conservative in your estimates.

Another thing we are talking with the contractor about is the backfill. The sand that was going to be placed behind the structure that would go up to the crest of the structure and would come back about 5 feet and then it would slope on a gentle slope of about 1 on three that is roughly the slope that some of the dunes are being constructed at on the Phase 5 project. But what we see now with this continuous erosion and the scarp line that occurs back there is that in some instances it is actually landward of the house and in some places it's underneath the houses. The scarp line is back here and is shown conceptually as this black angled platform here.

This is the erosion scarp and if they build this and fill it in we are going to create an impoundment, a low spot back here and anytime we get a high enough wave event that water will come over and that that water is going to start scouring out back here and we are going to have an issue right here which in a lot of places is under the houses. So right now we are talking about how best to configure this back fill so that we can fill as much of this in as possible. There is no way that we can use the prism that we have now and completely fill back to that scarp.

At some point in time there may be a discussion about additional backfill. The contractor believes he has more than enough sand out there from the spit and the sand that they can mine in front of that geotube. We have seen some impoundment of sand in front of the geotube and they believe they can get the sand. It would be an increase in the volume to try to fill that in and grade on a slope and avoid that impoundment of water back there under these houses.

Comprehensive Beach and Inlet Management Plan:

- Dr. William Cleary and Town Staff: Channel Realignment Assessment
- CPE-NC and Town Staff: Contingency Plan – **To Be Presented At Board Retreat in February**
 - Utilization of Navigation Channel Maintenance Material
 - Preferred Channel Alignment Dredging to Induce By-passing
 - Modified Construction Plan for 2nd Channel Realignment Event
 - Construction of a Terminal Groin
- 2015 Annual Monitoring Surveys:
 - Surveys – April/May 2015
 - Results Presented to Board – June 2015

There have been a lot of discussions about this sand bag revetment being a band aid approach. A lot of people put a lot of energy and time into it, but ultimately it is a band aid and we still need to solve the issues with the north end.

As you all know we are working with the Town to develop a contingency plan. The plan should be ready for discussion at the Board's February retreat. The Town is also working with Dr. Bill Cleary and he has a report that includes some of his observations and aerial photographic evidence. He will provide an assessment of how the channel realignment is working and ways that it might be modified in the future.

As far as our contingency report that we are working on, we are really looking at 4 different options of plans moving forward. 1. Utilization of navigation channel maintenance material, material that would come out of the New River Inlet, Cedar Bush Cut, all the way up to the intracoastal waterway and some of the channel up to Jacksonville. Trying to get that material pulled out on a more frequent basis than what is being done now and if that amount of sand coming out of those navigation channels could sustain the Town-wide project for the long term. 2. A preferred channel alignment dredging to induce bypassing -- working with the Army Corps of Engineers, that when they are out there with their side caster or their small hopper dredges trying to direct them to go in places that we feel will be more preferential. They have some latitude out there. Pick the spot that has the highest elevation to dredge? Or are there other places that they could dredge out there across the ebb shoal that might induce some sand bypassing events? In other words sand that is out there on the shoal migrating onto the North Topsail Beach side. 3. Modified construction plan for the second channel realignment event -- if the Town is to continue on with the next channel realignment event, do we dig the channel different? Do we put it in the same location? Do we put it in a different location? We are looking different orientations there. 4. Construction of a Terminal Groin. This is something that a lot of people are interested in, that will also be vetted through this process.



We got a question earlier this morning and put a couple of slides in here to talk about the process of a terminal groin. I know that it's something that a lot of people have questions about moving forward.

What we have here is an aerial photo that shows the entire length of the phase one project. Not to revisit anything, but a point of clarification to people who are just coming to the argument about why wasn't a terminal groin put there in first place?

Basically if the terminal groin would have been the preferred choice by the Town there were other communities in North Carolina working on that same process, none of them have been built yet, so it is a safe bet to say that today we still would not have a terminal groin at NTB.

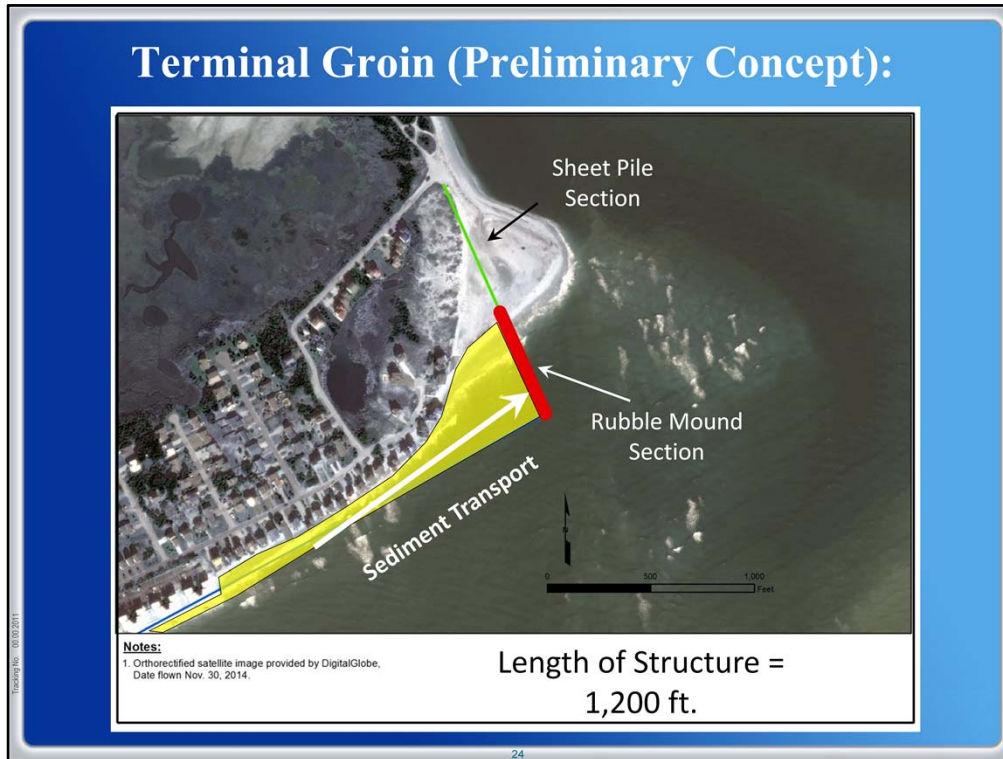
So if that was the case, the question is, these houses on the north end look really bad, but they basically looked the way they look today two years ago. So how many of those northern 20 structures would we have lost? What would the revetment at the Topsail Reef look like right now? Would that building again be threatened? And there are folks that are pleased with the Phase One project on the southern 4500 feet, their beach would be a lot narrower at this point in time as well.



If we are going to look at a terminal groin one of the preliminary concepts that we would look at is, what kind of a shoreline orientation are we targeting here?

These are very preliminary, very back of the envelope diagrams, we hesitated putting them in the presentation, but we know people want to have some ideas of where we are going with this.

So this is a caveat, they are back of the envelope numbers. This blue line here is the shoreline orientation that we may target. We do a lot of numerical modeling to figure out the best orientation, but let's just say for sake of argument that this is the targeted orientation that we would be looking for.

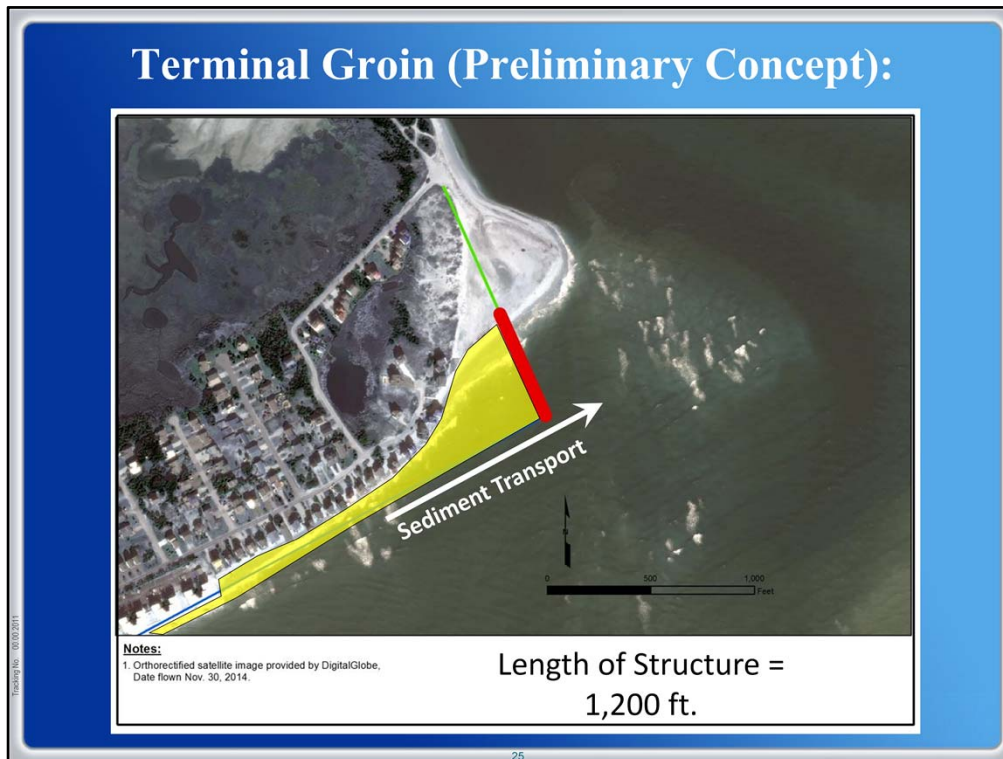


Zooming in. We would be looking at constructing a terminal groin to try to achieve this shoreline orientation out here.

We have two different colors here, the red is the rubble mound section so these would be large rocks that would be used to construct the terminal groin similar to if you went up to Fort Macon or up to Oregon Inlet and saw the terminal groin there.

This green section is a shore anchorage section, this is something we are actually working on. We are working on the design of the groins at Figure Eight and Ocean Isle Beach, so this kind of follows the same path that we are taking there.

The shore anchorage section will be constructed out of sheet piles and driven down to a specific depth. The top of that sheet pile is actually below grade so if you are out there walking across the spit across this green line most likely you wouldn't even know that that sheet pile is under your feet. It would be there so that there couldn't be a breach during a high water event. So that is what that shore anchorage section is.



If we just assume, back of the envelope calculations, this is about a 1200 foot long structure. When we talk about building hard structures on the beach everybody understands that when you put a structure on the beach you are going to have an up drift side that's going to catch sand and you are going to have a down drift side that is going to lose sand. So the idea here is that if we were to build this structure, when you get out here at the inlets because of the wave refraction action coming around these shoals, the ebb shoal and because of the hydraulics of this water being sucked in and out of the inlet here, most of the sediment transport that you see is towards the inlet.

A lot of times we were up here and we would look at the revetment up at Topsail Reef before we started building the revetment north of there and you would watch the wave come in and it would hit the bags and could see the sand is suspended and then immediately the sand started moving north to the inlet.

So we know that the sediment transport is to the north. There was some concerns about building a structure up there and how it would affect folks in the middle of island, well because here the sediment transport is to the inlet, the inlet is actually the down drift side of the equation. So what we would do is, we wouldn't leave that area empty, we would prefill it if the terminal groin was constructed, you would prefill that area with sand so that now the sediment transport, you no longer have any accommodation here for this trapping of sand, or you have very little accommodation for the trapping of sand here. So now the sand is moving in more of a natural process bypassing around the revetment and you are not starving this spit up here, you still have sand passing around the terminal groin as would be the natural flow.

Terminal Groin (Preliminary Concept):

- 3 – Years of Permitting and Design
- \$1,000,000 - \$1,500,000 in Design and Permitting Services
- Low End Structure Estimate - \$3.6 Million
- Sand to Fill Fillet - \$2,000,000
- Long-Term Beach Management Costs May Increase (All Phases)
- Long-Term Sediment Source Uncertain

All Numbers are Preliminary Estimates and will be Refined in the Contingency Report Due Feb. 2015

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These are the numbers that are very preliminary there is a caveat down at the bottom, “all numbers are preliminary estimates and will be refined in the contingency report,” very back of the envelope based on our work with these other two terminal groins in North Carolina.

There have been three years of permitting and design for the Ocean Isle Beach project. We had a lot of information in place and it took us about a year to do the data collection and then the modeling that was necessary to come up the design and another 2 years’ worth of environmental documentation going through the regulatory process of getting approvals, so we think 3 years is probably a good planning number there.

Somewhere between \$1 million and \$1.5 million in design and permitting services. Just using some of the estimates that we used for some of the other projects and using that 1,200 foot length which obviously could go up, but might go down a bit, we are looking at low end estimate of just the structure of somewhere around \$3.6 million and then the sand to fill that fillet that we showed in yellow, the ballpark number is around another \$2 million there.

Another thing that needs to be considered is the long-term beach management. The plan as it is right now, if the channel realignment project is to take hold and work, is every 4 years we go in the inlet and pull 600,000 cubic yards out and we use it to renourish the rest of the beach. If we do not have that 600,000 cubic yards to pull out of the inlet every 4 years what would end up happening is we could possibly get the same amount of sand going in and dredging shallower channels every year for navigation. But you would need to remobilize dredges every single year so most likely your long term costs of maintenance are going to go up if you decide that your sand source is pulling out these channels every year instead of a large quantity of sand every 4 years out of the channel. One of the things we are looking is a long term sediment source that could the smaller navigation channels across the ocean bar, up into Cedar Bush Cut, the intracoastal waterway if if we could pull enough sand out of there to be able to maintain the project as it is designed, not just the north end but the entire town-wide project. The inlet was where the long term nourishment sand was going to come from for the town-wide project. Those are things that need to be considered.

Sand Bag Extension to North:

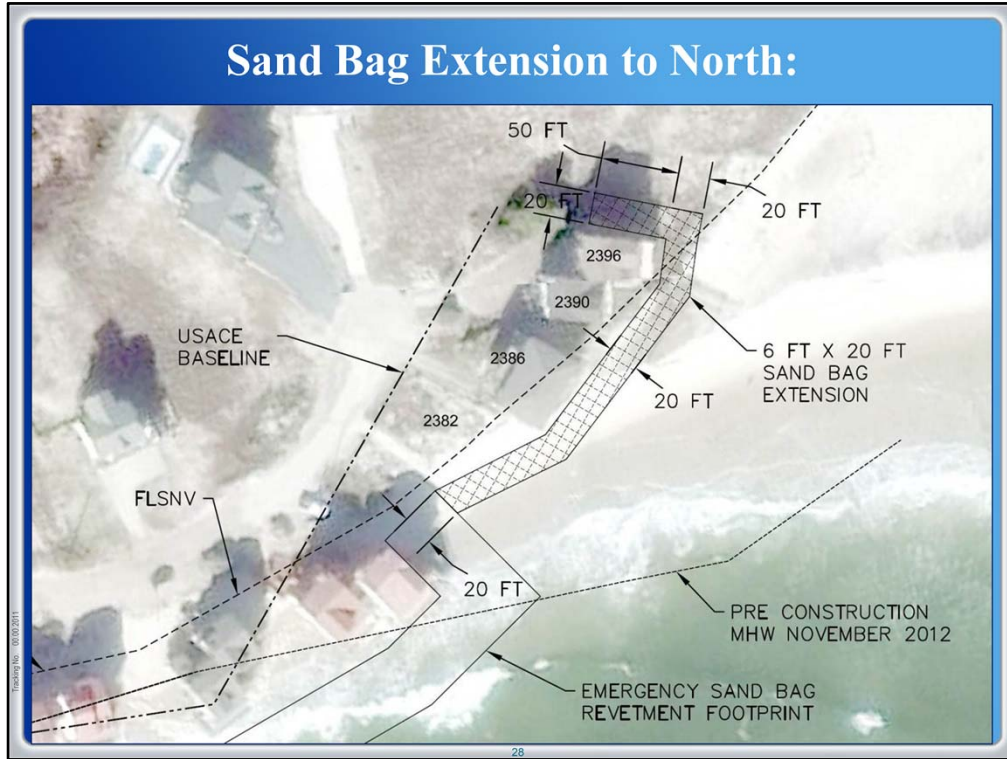
- Board Passed Resolution on North End Bag Extension and Authorized CPE-NC to Request the permit modification – December 4, 2014
- Request for Minor CAMA Permit modification submitted to NC Div. of Coastal Management – December 16, 2014
- Minor CAMA Permit modification issued on December 31, 2014

Shaw CPE

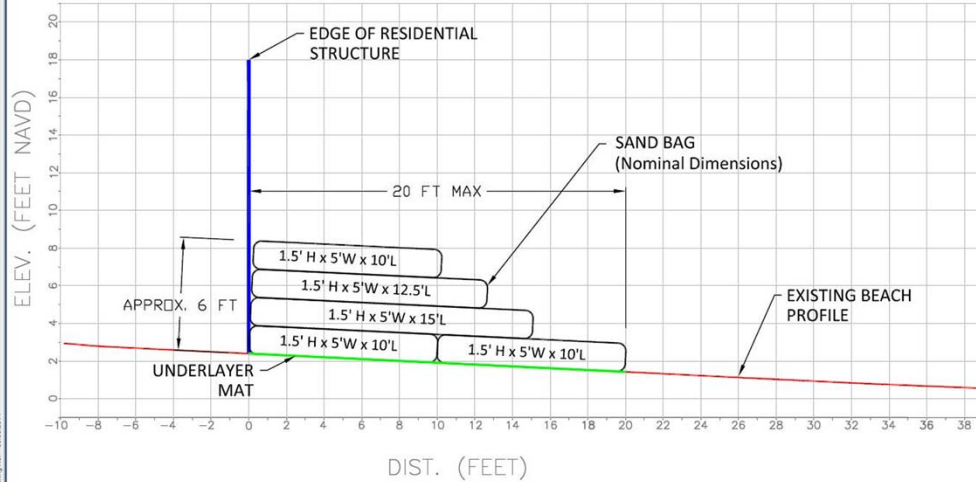
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Note: The rest of the slides are covering the proposed sand bag revetment north extension project which was discussed in Item E on the agenda:

Public Hearing – Preliminary Assessment Resolution for Beach Erosion Control and Flood and Hurricane Protection Works, North Extension Project



Sand Bag Extension to North:



Sand Bag Extension to North:



Notes:

1. Satellite Imagery provided by DigitalGlobe, February 18, 2014.

Tracking No. 00-03-2011

Sand Bag Extension to North:



Notes:

1. Satellite Imagery provided by DigitalGlobe, October 5, 2014.

Tracking No.: 00-03-2015

Sand Bag Extension to North:



Notes:

1. Satellite Imagery provided by DigitalGlobe, November 30, 2014.

Tracking No.: 00-03-2011

**North Topsail Beach
North End Sand Bag Revetment Project
Update**

Questions:

Ken Willson - (kenneth.willson@cbi.com)
Tom Jarrett, P.E. - (adam.priest@cbi.com)
Julien Devisse, P.E. - (julien.devisse@cbi.com)

Tracking No. 00002511

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Thursday, February 5, 2015 6:30 P.M.

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Suzanne Gray, Don Harte, and Richard Peters, Town Attorney Brian Edes, and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Alderman Dick Macartney

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Alderman Harte gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Tuman led those present in the Pledge of Allegiance.
- IV. **APPROVAL OF AGENDA:**
 - Mayor Pro Tem Leonard made a motion to approve the agenda as presented. Alderman Peters seconded the motion.
 - The motion passed unanimously.
- V. **MANAGER'S REPORTS:**

Mr. Turille gave the following report:

Manager's Report

1. Shoreline Protection Project:

A. Phase 5:

- **Progress:** Even with the recent bad weather, we are averaging 175 LF/per day of beach fill, close to the average we need to complete the entire Phase 5 area within the dredge window.
- **Change order:** a change order was issued for equipment to prevent rocks exceeding 3" from reaching the beach, and to collect any large ones there now. We are still well within the contract price.

- **USDA Reserve Requirement**—we received written confirmation from USDA of our request to move one of the five up-front reserve payments required for Phase 5, to a later year, saving the Town \$915,000 in **Beach Fund** balance.
- B. Phase 1 Maintenance & Remaining Phases:**
- Good news! \$1.25 million of our \$4,000,000 request to Division of Water Resources (DWR) for the **2016 Phase 1 maintenance project** is executed. DWR agrees to provide additional funds up to the \$4,000,000 Town request, as they become available, without additional applications on our part.
 - **New River Dredging Schedule/Meeting with Onslow County**— at the Town’s request, NTB and Onslow County met to plan for coordinated maintenance dredging of the New River inlet. This will provide a valuable sand source for our remaining phases. The agreement signifies closer cooperation and communication between the County and Town on river and beach management.
 - **Sand Bag Revetment**—all sand bags are now in place, totaling 1,988 along 1,500 linear feet; remaining work includes backfilling, clean –up and demobilization.
3. **CBRA legislation**—Representative Jones re-introduced our legislation in the new Congress (HB 187 is now HB151). We contacted Senator Tillis to re-introduce Senate bill S533 on the Senate side. We will meet with Jones and Tillis’ office in February, at the ASBPA conference, and request a personal meeting with both men.
4. **Parking:**
- **North end site (Site #1)** -- grading/prep work is completed with paving completion estimated for February 20 (74 parking spaces).
 - **Site #2 (across from Town Hall)** estimated completion is February 19, (226 parking spaces).
 - **Site #4 (Town Park South-14 spaces)** –scheduled next.
 - **Site #3 (Next to St. Moritz)** -- delayed until next September, due to increased CAMA requirement for ABC gravel at other sites, which used remaining funds.

Mr. Edes added comments about the Town’s CAMA permit for Site #3 and that the Town will be submitting comments to CAMA in response to objections that have been filed.

5. **Colonel Landers Visit**—Colonel Kevin Landers, USACE Wilmington District Commander, visited the Phase 5 project and the sand bag revetment project. Colonel Landers agreed to help with improved coordination with the Corps on maintenance dredging of the inlet, and to work with the Town more closely in its coastal protection efforts. Notably, the recent 2015 USACE work-plan includes \$500,000 for maintenance dredging, more federal \$\$ than any other inlet in NC.

Mr. Turille took questions from the Board.

Ms. Faulkner submitted the following report:

February Retreat

The February retreat is scheduled for Wednesday, February 11th beginning at 9:00 a.m. This is an open meeting so the public may attend. Town Staff had a meeting last week to go over the agenda items in order to plan to provide some background information to supplement the discussion.

Phones & Reception Area

The main line for the Town's telephone system is now being answered by a live person. The office specialist will be the primary contact and overflow calls will go to the offices upstairs in Town Hall. All calls should be answered by a standard greeting.

The upstairs lobby now has a reception area which will be manned by the office specialist to greet visitors and direct them to the appropriate staff person. We are also installing some signage which will hopefully prompt more people to sign up for Connect CTY.

Employee Performance Evaluation 101

Town Staff attended a webinar on employee performance evaluation on January 23rd. The plan is to meet with department heads to discuss what changes, if any, we want to make to our current performance evaluation forms and how they can be utilized to clearly document performance goals to assess levels of merit.

After a draft document is agreed upon by department heads, it will be distributed to all employees for comments. It is important that we ask for feedback and get "buy in" from the entire organization before we proceed with a new evaluation and merit pay system.

Upcoming Events

ASPBA Conference – February 24-26 – Washington D.C.

NCBIWA Conference – March 16-17 - Pine Knoll Shores

The Reel Housewives of Topsail Island 4th Annual Bike Ride for Breast Cancer – April 11

VI. OPEN FORUM:

Joann McDermon of 306 Marina Way - Ms. McDermon made comments on CBRA. She made some suggestions to the Town and emphasized the amount of money that the Town would be saving property owners if it can get their properties out of CBRA.

VII. CONSENT AGENDA:

- A.** Request to Approve Budget Amendments #4 & 5
- B.** Approval of Minutes – November 19, November 24, December 4, December 17 and January 7, 2015
- C.** Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
- D.** Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA (no report)

- Alderman Peters made a motion to approve the consent agenda as presented. Alderman Harte seconded.
- The motion passed unanimously.

VIII. OLD BUSINESS:

- A. Request to Award North End Sand Bag Revetment North Extension Project:**
 - Mr. Turille introduced this item.
 - Alderman Gray made a motion that the North Topsail Beach Board of Aldermen award the North End Sand Bag Revetment North Extension Project to Carolina Marine Structures and authorize the Town Manager to

execute the contract for this project. Mayor Pro Tem Leonard seconded the motion.

- The motion passed unanimously.

B. Request for Sponsorship of Annual Events:

- Alderman Peters introduced the Kiwanis request.
- Alderman Peters made a motion for the Town to sponsor the Kiwanis Golf Tournament in the amount of \$250. Alderman Gray seconded the motion.
- The motion passed unanimously.
- Ms. Faulkner introduced the Ocean City Jazz Fest request.
- Mayor Pro Tem Leonard made a motion for the Town to sponsor the Ocean City Jazz Fest in the amount \$1,000. Alderman Gray seconded the motion.
- The motion passed unanimously.

IX. NEW BUSINESS:

A. Request to Adopt Resolution 2015-5 – A Resolution Supporting the Search and Rescue Mission of the Marine Transport Squadron One (VMR-1) at MCAS Cherry Point:

- Mayor Pro Tem Leonard introduced this item. Deputy Fire Chief Bill Poe made some comments in support of the rescue mission of Pedro. He was a medic on this helicopter.
- Mayor Pro Tem Leonard made a motion that the North Topsail Beach Board of Aldermen adopt Resolution 2015-5 - A Resolution Supporting the Search and Rescue Mission of Marine Transport Squadron One (VMR-1) at MCAS Cherry Point. Alderman Gray seconded the motion.
- There was discussion.
- The motion passed unanimously.

B. Request to Adopt an Ordinance Establishing a Fine for Trespassing on Sand Bag Revetments:

- Mr. Edes introduced this item.
- There was discussion.
- Mr. Edes made some suggested amendments to the drafted ordinance.
- Mayor Pro Tem Leonard made a motion to adopt Ordinance 2015-2, as amended. Alderman Peters seconded the motion.
- The motion passed unanimously.

X. OPEN FORUM:

Mr. Fred Burns of 2378 & 2385 New River Inlet Road – Mr. Burns made comments about the sand bags being in public trust property. Attorney Edes responded and spoke about the State law authorizing municipalities to regulate the public trust area. Mr. Burns

had several questions about the maintenance of the area and concerns with enforcing the area with the vacationers who stay there.

Connie Pletl of 200 Oyster Lane – Ms. Pletl applauded the Town’s efforts in regard to Pedro and suggested that the Town notify the other towns on Topsail Island and Pender and New Hanover County officials about the need.

XI. **ATTORNEY'S REPORT:** Mr. Edes said he covered his report in his comments during the Manager’s Report on the Site #3 parking lot and will have more to discuss in Closed Session.

XII. **MAYOR’S REPORT:** Mayor Tuman reported that he and some other Town officials will be going to Washington D.C. in a few weeks. He said that the Town is going to reopen the CBRA issue. He said that there has been a change in the make-up of the U.S. Congress and he thinks that the Town’s request will have a little bit more influence. He commended Senator Kay Hagan for introducing the Town’s bill in the Senate. He said there is a new committee chairman in the environmental committee in the Senate and that he thinks the Town’s chances are better.

XIII. **ALDERMEN’S REPORT:**

Mayor Pro Tem Tom Leonard – Mr. Leonard thanked everyone for coming out. He made comments about CBRA

Alderman Suzanne Gray – Mrs. Gray said she did not have a report and thanked everyone for coming.

Alderman Richard Peters – Mr. Peters thanked everyone for coming and thanked Town Staff, engineers and everyone associated with the revetment, in particular CP&E. He said he hopes it works.

Alderman Don Harte – Mr. Harte thanked Mr. Turille and Ms. Faulkner for the fine work they are doing on strengthening the Town’s relationship with the County.

XIV. **CLOSED SESSION:** Per N.C.G.S. 143-318.11 Closed Sessions (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. AND (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Mayor Pro Tem Leonard made a motion to go into Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

There was discussion in Closed Session.

Mayor Pro Tem Leonard made a motion to come out of Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

Mayor Tuman announced for the record that no action was taken.

- XV. **ADJOURNMENT:** Mayor Pro Tem Leonard made a motion to adjourn. Alderman Gray seconded the motion. The meeting adjourned at 8:16 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 4/2/2015

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Special Meeting/Retreat Minutes Wednesday, February 11, 2015 9:00 A.M.*

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Don Harte, and Richard Peters, Town Manager Stuart Turille and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Aldermen Suzanne Gray and Richard Macartney (both participated remotely via conference call during portions of the meeting)

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 9:00 a.m. and gave a short introduction stating the purpose of the meeting.
- II. **APPROVAL OF AGENDA & MOTION TO ALLOW BOARD MEMBERS TO PARTICIPATE REMOTELY:**
 - Mayor Pro Tem Leonard made a motion to approve the agenda as presented and to allow Aldermen Gray and Macartney to participate remotely. Alderman Harte seconded.
 - The motion passed unanimously.
- III. **INTRODUCTION/REVIEW OF ACTION ITEMS FROM 2014**
 - Ms. Faulkner summarized the action items from the 2014 retreat.
 - The Board agreed to continue to pursue the island-wide Critical Habitat Ordinance with the TISPC.
 - Ms. Faulkner indicated that she would work on the Town motto again since the Town used the Best Restored Beaches Award in place of the motto last year.
 - The Board agreed to place off-island land options in with the Town's long-term planning.
- IV. **FINANCE:**
 - FY 15-16 Budget Calendar & Ground Rules – Mr. Turille presented the Board with a suggested budget calendar. (Alderman Macartney called in). There was discussion about what the Town Manager is to present to the Board this year.
 - Updated on General Fund & Beach Fund – Mr. Turille presented the Board with an update of the fund balances for the general fund and beach fund and some forecasting of the balance for the start of FY15-16 (Attachment A). Mr. Turille took questions from the Board and there was discussion.

*There are attachments to these minutes.

- Additional Revenue Sources – Mr. Turille made a presentation updating the Board (Attachment B). There was discussion. Mayor Tuman explained further why paid parking is not currently viable. He said that the County Manager told the Town that the County is prepared to provide substantial new revenue in support of the beach and to provide substantial revenue to solve our parking problems and to work with the Town. He said the County Commissioners made it perfectly clear that they wanted people to come to the beach and to be able to park at no charge and those were the conditions for providing the revenue. He said most of the parking here is really at County parking lots and that the operational cost for collecting the fees is substantial, the Town looked into it a few years ago.

ACTION ITEMS: Find out the percentage of occupancy tax coming from NTB versus the rest of the county. Prioritize sources and then pursue each – number one list Town properties for sale.

V. **CAPITAL IMPROVEMENT PLAN:**

- Mr. Turille gave a presentation updating the Board on the Town's Capital Improvement Plan (Attachment C). Mr. Turille took questions from the Board.
- The Board took a 10 minute recess.

VI. **PLANNING & ZONING/PARKS & RECREATION:**

- Continuation of Bike Path – Mr. Turille made a presentation (Attachment D). He took questions from the Board.
- Dog Park & Amphitheater Areas (not discussed)

ACTION ITEMS: Find out if CBRA prevents the Town from getting grant funding for this. Look into Rails to Trails program, it may offer free design work. Include \$10,000-\$12,000 in budget for design.

VII. **POLICE & FIRE:**

- Communication Equipment Needs - Deputy Fire Chief Poe and Chief Fillinger presented the needs for funding for radios in the FY16 budget to meet the FEMA deadline. There was discussion about the need for a new south end fire station. They took questions from the Board and there was discussion.

ACTION ITEMS: Budget the following for radios - \$50,000 (Fire), \$51,874 (Police), \$13,500 (Public Works). Check to see if design services were budgeted this year for new south end fire station and if not make sure it is in FY16 budget and add to CIP.

VIII. **PUBLIC WORKS:**

- Public Works Director Thomas Best presented the equipment needs for the Public Works department for FY16.
- Mr. Best took questions and there was discussion.
- The Board recessed for lunch.

ACTION ITEMS: Generator (\$61,000) or contract “as needed” (\$18,000-\$19,000) for wiring. 6 Ton Trailer. Streets: Seashore Drive (\$44,500), Ocean Drive (\$60,500), 16th Avenue (\$8,500). Zero turn mower (\$6,300). Bike path fencing (\$13,500). Island Drive – need money for docks if the Town does not get PARTF funding. Mr. Best took questions and there was discussion.

IX. CBRA:

- CBRA & Perception of Coastal Vulnerability – Mayor Tuman introduced this item. Dr. William Cleary gave a presentation in response to an opinion paper titled “North Topsail Beach, North Carolina: A model for maximizing coastal hazard vulnerability” by Orrin H. Pilkey & William J. Neal. There was discussion about the Town sharing this information with the public and U.S. Fish and Wildlife Service.
- Plan for Advancing CBRA Legislation – Mr. Turille gave a presentation (Attachment E). There was discussion.

ACTION ITEMS: Post Dr. Cleary’s data on the website (with letter for USFW), look at aerial photos from 1980, talk to realtors, continue with Congressional approach, work on new committee members and new members of Congress.

X. SHORELINE PROTECTION:

- Inlet Management Analysis – Dr. William Cleary gave a presentation on the Overview of the Ebb-Tidal Delta and Its Role in Shoreline Change. Dr. Cleary took questions from there Board and there was discussion.
- Contingency Plan – Ken Willson of CP&E gave a presentation on the Town’s Comprehensive Beach & Inlet Management Program – Contingency Report Update (Attachment F). Mr. Willson took questions and there was discussion.
- Open Forum: Mayor Pro Tem Leonard made a motion to hold Open Forum now and for the Board to recess this meeting until 9:00 a.m. tomorrow morning. Alderman Peters seconded the motion. The motion passed unanimously.

Joann McDermon of 306 Marina Way – Thanked the Board for having this meeting for the public. She suggested that the Board allow for public forum in the morning too. She said she appreciated the CBRA information. She was concerned about the volume of information that the Town is giving the representatives. She said she would like the terminal groin to continue to be an option for the Town. She said if the Town needs to look at the sand bags and the potential costs in the future.

XI. RECESS:

- Mayor Pro Tem Leonard made a motion to recess the meeting until 9:00 a.m. tomorrow. Alderman Harte seconded the motion. The motion passed unanimously.

**Board of Aldermen
Special Meeting/Retreat
Minutes
RECESSED TO
Thursday, February 12, 2015
9:00 A.M.***

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Don Harte, and Richard Peters, Town Manager Stuart Turille and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Aldermen Suzanne Gray and Richard Macartney (Alderman Gray participated remotely via conference call during portions of the meeting)

- I. **CALL TO ORDER:** Mayor Tuman called the recessed meeting to order at 9:00 a.m. and gave a short introduction stating the purpose of the meeting.
- II. **SHORELINE PROTECTION (continued):**
Options Going Forward & Review of Finance Plan – Mr. Turille gave a presentation (Attachment G). There was discussion.

ACTION ITEMS: Tighten the estimated figures (especially the \$850,000 for design/permit for Option #3), no tax increase, allocate \$50,000 to do a modeling study for the terminal groin, continue to pursue reimbursement for Phase 5, work on a maintenance dredge schedule in coordination with the Army Corps of Engineers and Onslow County.

- III. **ADMINISTRATION:**
 - Update on Assistant Town Manager Action Items – Ms. Faulkner went over the items she has completed since December and went over the remaining action items.
 - Paperless Agenda Proposal – Ms. Faulkner gave a presentation and demonstration for the paperless agenda proposal (Attachment H). She took questions from the Board.

ACTION ITEMS: Finish recodification of Town Code, work on updated Town website, transcribe Dr. Cleary’s presentation, establish merit pay policy, work on Town motto.

- IV. **REVIEW OF ACTIONS ITEMS:** Ms. Faulkner reviewed the action items from the meeting.
- V. **EVALUATE THE RETREAT:** This item was skipped.
- VI. **ADJOURNMENT:** Mayor Tuman called for a motion to adjourn. The motion passed unanimously. The meeting adjourned at 11:06 a.m.

Town of North Topsail Beach
Special Meeting/Retreat Minutes
February 11, 2015

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 4/2/2015

North Topsail Beach General Fund and Beach Fund Update



Summary of Key Points

- **General Fund Balance** decreases from FY13-14 audited amount of \$3,266,204 to \$666,2014 after sand bag revetment and extension are completed, but should finish at about \$750,000 (21% of operating expenses).
- This is conservative: if we sell at least 2 of 6 surplus properties in the next 3-6 months, or receive our \$276,000 CAMA reimbursement for the North end parking lot, fund balance should be >\$1,000,000, back to the 30% of operating expenses LGC prefers (but does not mandate, which is 8%).

- **Beach fund Balance:** FY13-14 audit is \$2,309,804 and will have a surplus of \$2,279,828 at end of year.
- This would have given as a balance of \$4.5 million, but we are required to reserve 4 payments totaling \$3,657,040 so the fund will end at \$932,632 (25% of expenses).
- Our combined **General and Beach fund balance** will be \$1,673,826.
- The combined fund balance percentage of expenses will be 46%, which is good.

Town Fund Balances Update--February 11, 2015

General Fund:

<u>FY13-14 Audit</u>	<u>Extraordinary Expense (sand bag revetment)</u>	<u>Fund Balance After Revetment complete</u>	<u>FB Forecast End of FY14-15</u>	<u>As % of Operating Expenses (LGC metric)</u>	<u>Add'l Revenues within 3-6 months-1</u>	<u>As % of Operating Expenses in 3-6 months</u>
\$3,266,204	\$2,600,000	\$666,204	\$741,204	21%	\$325,000	30%

Notes

- 1 assume sale of 2 properties of estimated \$600,000 Town land value for sale presented at February 5 BOA meeting; also pending is CAMA grant reimbursement for north end parking lot (\$275,000)
- 2 LGC minimum fund as % of operating expenses is 8% but prefers 30-40% for beach towns

Beach Fund Balance:

<u>FY13-14 Audit</u>	<u>Extraordinary Expense (Phase 5 USDA Reserve)</u>	<u>Fund Balance After Reserve Requirement</u>	<u>FB Forecast End of FY14-15</u>	<u>As % of Operating Expenses (per LGC)</u>	<u>Add'l Revenues within 6 months</u>	<u>As % of Operating Expenses in 3-6 months</u>
\$2,309,834	\$3,657,040	\$932,622	\$932,622	25%	..	25%

Total Combined General Fund and Beach

Fund Balance: \$1,673,826 46% \$325,000 55%

Conclusion

While both the sand bag revetment in the **General Fund** and Phase 5 in the **Beach Fund** impact Town fund balances significantly, our position at the start of FY15-16 (July 1) should be stable at 46%-55% of expenses, without any tax increase.

Additional Revenue Sources



Key Point summary

- According to Dare County Manager, and Rudi Rudolph, Director of Carteret Shore Protection Office, the ideal revenue is a dedicated sales, meal, beverage, land transaction, or occupancy tax, generated at the County level, for beach nourishment funds. These taxes are on non-residents more than on locals, and raises large amounts of \$\$ annually, at the scale required for beach nourishment projects.
- These funds are used to “leverage” Towns to contribute.
- Here, we are working from the local level up to the County, not from County down, but that is improving.

What is within our Control?

Since we are “on an island” regarding dedicated funds, we have some options, but they require our initiative:

- Inlet management/coordinated dredging with County, State and USACE support can reduce our costs for beach sand to 25%, due to the Shallow Draft Fund enactment. To date we have \$1,250,000 in hand.
- We have a large number of properties for sale and placement on tax roll – about \$1,000,000.
- There are still some grants available: e.g. \$400,000 we received in the CAMA Beach Access grants, \$375,000 we received from the County Tourism grant, and possibly the PARTF recent submission (\$63,000), a possible FEMA grant for the sand bag revetment; others are public safety related.
- Phase 5 and continued maintenance of beach will continue to attract development which increases tax base. There are no signs of economy slowing and we are not near build-out.
- Submitted a request to State for \$1,000,000 for beach nourishment, which is not unprecedented, through Division of Water Resources.

Identification of All Possible Revenue Sources Available to Town				
Type	Current Amount Secured	Total Amount Estimated	Chances ?	Notes
I. Large County-wide for beach dedication:				
1 Additional 1/4 Sales Tax	\$0	\$5,000,000	low	requires referendum and County support/probably a split; majority raised on non-real estate and legal opposition but makes sense for a developing County
2 Land Transaction Tax \$1 per \$1,000	\$0	\$1,000,000	low	difficult to pass with restaurant lobby; only in 5 Counties
3 Meals--1/4 cent	\$0	\$465,000	low	difficult to pass with beverage lobby
4 Beverage -1/4 cent	\$0	N/A	low	
II. Within Town Initiative:				
1 County Partnership	\$100,000	\$500,000	good	County Tourism Grant; also, County will contribute to beach and 25% of river navigation projects, combined with 25% from Town for sand submitted by DWR; could be used for groin permitting
2 Direct Request to General Assembly	\$0	\$1,000,000		we have beach front and beach accessible properties to sell, in a favorable economic climate
3 Land Sales	\$0	\$1,000,000	good	There is no statutory requirement of 6% total, according to Rudi Rudolph, "just understood"
4 3 cent additional Occupancy Tax	850,000	1,133,000	low	Town cost on all projects is reduced to 25% of County contributes through a coordinated inlet maintenance plan
4 Shallow Draft Navigation Fund:				
5 Ocean bar	\$1,250,000	\$4,000,000	excellent	agreement in place
6 other e.g. Cedar Bush cut, AIWW	\$0	\$1,250,000	excellent	not yet in place but have secured \$500,000 for AIWW
7 Town Property Tax	\$1,285,554	N/A	low	1 cent = \$80,000 not needed now but may need for future projects or if health care rises
8 Continued Build out of Land	\$3,171,205	N/A	good	need forecast of tax base as continuing to build; but mitigated by economic downturn and north end erosion
9 USDA loan	\$16,815,000	\$30,000,000	low	USDA will lend, but LGC will require a new funding source
10 Grants	\$400,000	\$463,000	fair	Grants still exist for police, fire and public safety; very few for quality of life such as bike, pedestrian, greenways, etc.
For possible future consideration				
11 Off-shore oil fees	\$0	N/A	N/A	construction is years away
12 Parking Fees	\$0	N/A	low	not viable now
13 Dedicated State Fund	\$0	N/A	low	cost benefit based on 50% of tourism revenues come from state
(TISPC agenda item for Connie Wilson)				

ATTACHMENT C
Board of Aldermen Special Meeting/Retreat
Minutes
February 11, 2015

FY2014-2015 NORTH TOPSAIL BEACH CAPITAL IMPROVEMENT PROGRAM

Project Summary:		FY14-15 Current Year	Status Notes
Department	Project		
Police	Vehicles	\$ 76,000	2 4x4 Ford Explorers purchased
Police	Defensive Driving Simulation	\$ 36,020	Police/Fire Defensive driving simulation--purchased
Public Works	Hydraulic Boom mower	\$ 10,500	Purchased; in use
Public Works	Park (South) Acq & Dev	\$ 286,779	Land acquisition completed and site scheduled for grading/gravel for parking (14 spaces) ; PARTF grant submitted for accessories; CAMA reimbursement outstanding of \$\$\$
Public Works	Parking (North End) Acq & Dev	\$ 116,836	acquisition completed; site completed (74 new spaces); need crosswalk and CAMA reimbursement of \$126,000
Public Works	Parking-- County Capital Infrastructure Grant	\$ 275,000	Sites 1 & 2, nearing completion of lot expansion; County: \$275,000; Town: \$150,000; estimated 314 add'l spaces
Public Works	Off Island PW Building & Grounds	\$ 100,000	discussed potential site with County; County stated that site is essentially a wetlands and in conservation district; will require a significant grant to assist with construction
Public Works	Road Improvements	\$ 80,000	Completed, 17th Ave, Fire Station 2 Apron rework, Reeves St overlay, Sea Shore Dr Section
Public Works	Beach Access County Tourism Grant	\$ 100,000	Reeves Intersection & River Road EXT Shoulder Work
Administration	Beach Nourishment	\$ 19,400,554	spent on crosswalk repair and some survey work on beach access parking
			Phase 5 nearing the 1 mile mark or 5,400 LF of the 20,000LF needed (roughly 25%) needed to maintain 180LF pr day average needed to complete Phase 5
Total Expenditures		\$ 20,481,689	

Funding Summary:

General Fund	\$ 158,160
Special Obligation Bonds/USDA Loan	\$ 16,815,000
Sales Tax	\$ 850,000
Beach Fund Fund Balance	\$ 161,197
Dedicated Ad Valorem -- Beach	\$ 1,285,553
Accommodation Tax	\$ 450,000
County Aid	\$ 375,000
State Aid	\$ 286,779
Federal Aid	\$ 100,000
Sale of Town Property	\$ -
Total Funding	\$ 20,481,689

North Topsail Beach Bike Path



Update & (Bike) Path Forward

Key Points of 2006 Bicycle Plan

- There are 3 ways to improve bike connectivity:
 1. designated bike lanes in existing roadway
 2. shoulder widening
 3. creation of multi-use paths
- NCDOT was able to construct a 4' wide shoulder path as part of the NC Bike Bicycle Highway paved extension from Town Hall south to Access #2. This was easier than the north section due to no water crossing.
- The goal of the plan was to extend the path to the Town Park and from there north to the County Access #1.
- The plan estimated this cost at \$3.3 million in 2006 dollars. Since 8 of 10 bridges going north have no space for a bike lane, most of the cost is to construct bridges for bikes.

Requirements to move forward:

- There are three options for any large capital project: save up and pay in cash, debt, or grants.
- Given the Town's financial situation I do not recommend more debt.
- We can place funds in the annual CIP and pursue grants; the CIP funds can be used as the local match if we receive a grant.
- The current bike plan has no actual design plan, so the first step is to pursue grants for project design, then construction.

Grant Support & Process

1. **Onslow County Tourism Capital Grant**—we received \$375,000 this year
2. **DOT Recreational Trails program**—comes from Federal Highway Administration.
3. **NCDOT Bike and Pedestrian grant**; the Bike Plan mentions that these are awarded as:
 - “independent projects” (of highway projects); key is to get scheduled in the Transportation Improvement Plan
 - “incidental highway projects” performed as highway improvements are constructed.

Key is to get NCDOT aware of our vision and any technical plan we can forward to them.

4. **People for Bikes**--design grant

The first step is to get a project designed technically. These grants generally offer this more often than actual construction \$\$\$. Then shop it around for grant sources.

Conclusion: as a start let's place design \$\$\$ in the Parks & Recreation budget and in CIP. If grant materializes we could consider the local match requirement at that time. I will discuss options with NCDOT as to actual construction.

Plan for Advancing CBRA Legislation



Analysis of why our bills stalled:

- **Senate Inaction:** the Senate bill would not advance until the House bill is approved on congressional floor. Senate Public Works Committee Chairman Boxer had no interest in moving bill forward. She was only interested in WRRDA passage.
- **House inaction:** Due to USFWS rejection of our map correction request. USFWS continues to adhere to their position that the original mapping in 1983 is based on a correct interpretation of the law (the Town did not have adequate infrastructure in place). The House, with more Democrats, sees USFWS as “pro-environment” and supports this position. Representative Jones did not want to push bill to mark-up in the full House Natural Resource Committee where it would have died before a full House vote, made up of non-supporting democrats.
- **USFWS Position:** according to Marlowe, an interpretation of the federal statute describing what was allowable as an exemption from CBRS, was made in 1982. The interpretation of the exemption for “a full complement of infrastructure” in place was interpreted to mean fully implemented connectivity: mains and laterals already connected to a poured slab, with water, sewer and electric meters installed, which USFWS says we did not have.
- **Passage of McIntyre Bill Changing CBRS map:** bill did not need to use the “full complement of infrastructure” argument for an exemption; USFWS admitted made a mistake because there were “actual structures” on the ground, so they did not oppose.
- **Town Efforts:** NTB submitted letters from all utilities that a full complement of infrastructure was in fact in place. **The Mayor met with USFWS representatives** to discuss this interpretation.

Reasons for impasse with USFWS :

- an **ideological position:** (global sea level rise, climate change, Pilkey, etc. that barrier islands should not receive federal support; USFWS as “champions of the environment” and should not provide incentives for barrier islands to development.
- USFWS does not have manpower, staff or \$\$ to re-map all the possible challenges and would be overwhelmed if opens door to a different approach.
- **113 Congress** -- both bills were likely caught up in the no-action, grid-locked Congress of recent times, where a record low number of new laws were approved.

Current Status of Bills

- HB187 was re-introduced as HB151 by Representative Jones.
- S533 will need to be re-introduced on the Senate side by Senator Tillis. He will need to get him up to speed and to push for this bill.

Path Forward

There are three options:

1. **Change USFWS position:** Seek support of those with influence, e.g. McIntyre who worked successfully to change USFWS position, behind the scenes. I discussed this with USDA Director Randy Gore. Others?
2. **Get Congress to Approve our bills regardless of opposition:**
 - **Senate:** New Senate Public Works Chairman is outspoken critic of over-reach of environmental groups (Boxer gone). Senator Tillis had reputation in NC of confronting NCDENR power and his new Senior staffer is highly interested. Need Senator Burr to change view.
 - **House:** Sub-committee has new Chairman (McLintock) in a committee now named Water & Power. May be able to move to mark-up faster.
 - 114th congress is Republican dominated and may be more amenable to bills that are not perceived as environmentally-oriented.
 - Counter Pilkey arguments with new US Geological survey and Bill Cleary's research.
3. **Legal Challenge**—not likely to prevail; tried already and Court referred complainant to Congress for remedy.

Recommendation:

Continue Congressional change approach, while developing contacts within USFWS. Even with USFWS opposition, USFWS admits Congress has power to over-ride its position.

**North Topsail Beach
Comprehensive Beach and Inlet Management
Program: Contingency Report Update**

**Coastal Planning & Engineering of North Carolina
February 12, 2015**

**Ken Willson - (kenneth.willson@cbi.com)
Tom Jarrett, P.E. - (james.jarrett@cbi.com)**

02/12/2015 10:00:00 AM

**Comprehensive Beach and Inlet Management
Plan: Contingency Report
Overview:**

- Phase 1 – Channel Realignment Construction Completed Feb. 2012
- High Rates of Erosion along the northern portion of the project prompted the Town to pursue:
 1. Short-Term Sand Bag Revetment Project
 2. Development of Contingency Plan

02/12/2015 10:00:00 AM

Comprehensive Beach and Inlet Management Plan: Contingency Report Overview:



Comprehensive Beach and Inlet Management Plan: Contingency Report Alternatives:

1. Coordination of Federal Channel Maintenance Dredging
2. Utilization of Navigation Channel Maintenance Material
3. Modified Construction Plan for Maintenance of Channel Realignment
4. Construction of a Terminal Groin

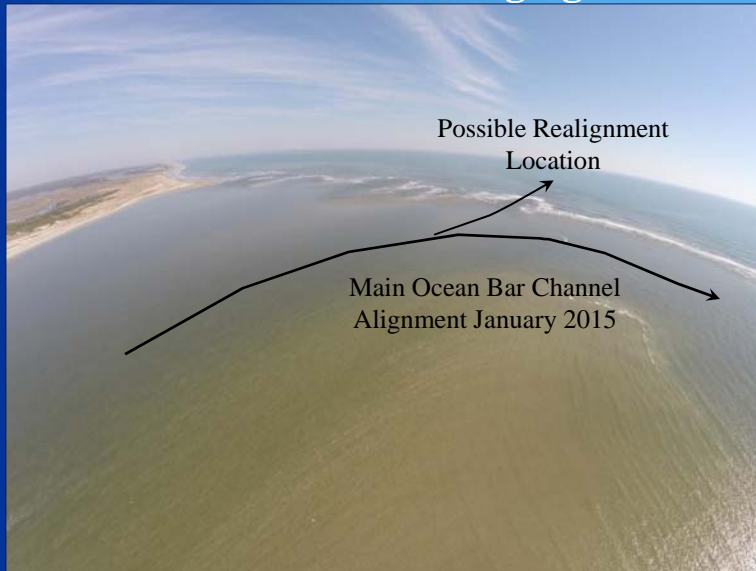


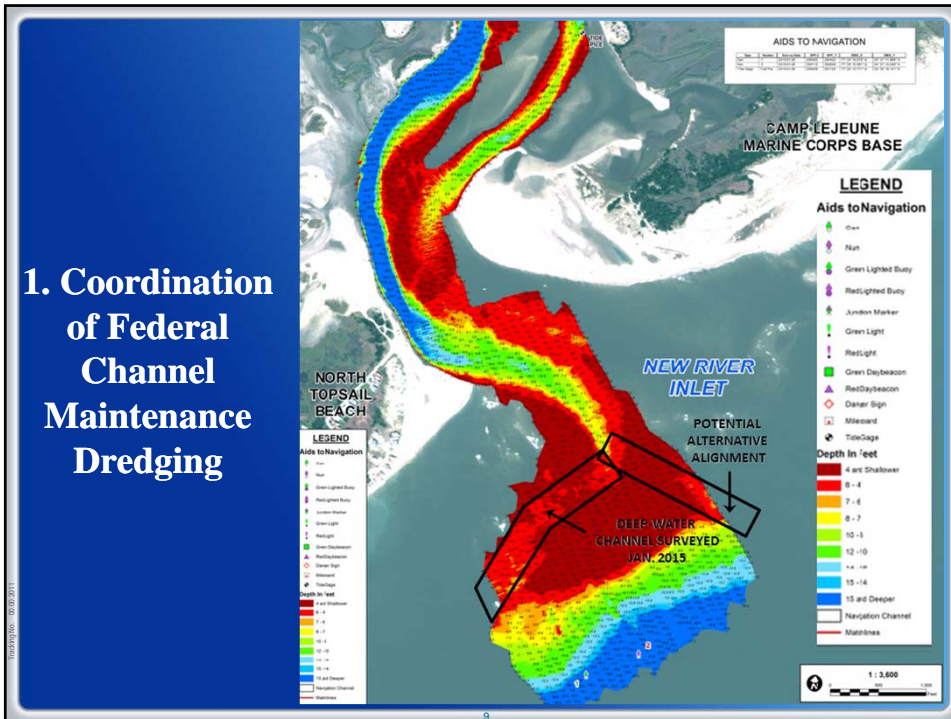
1. Coordination of Federal Channel Maintenance Dredging:

Hopper Dredge: *Murden*



1. Coordination of Federal Channel Maintenance Dredging:



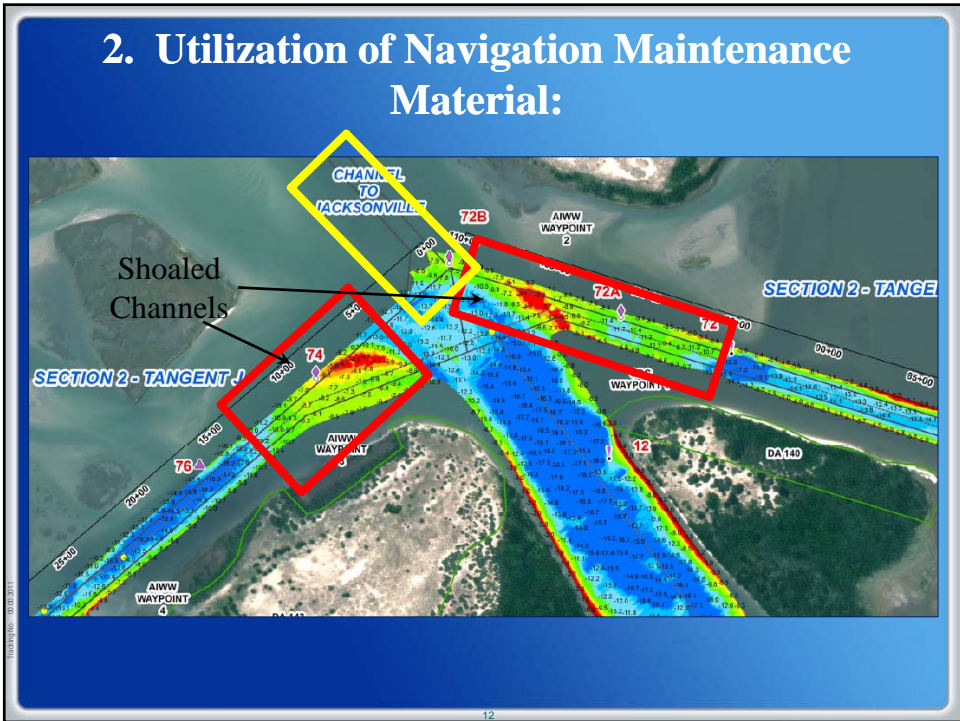
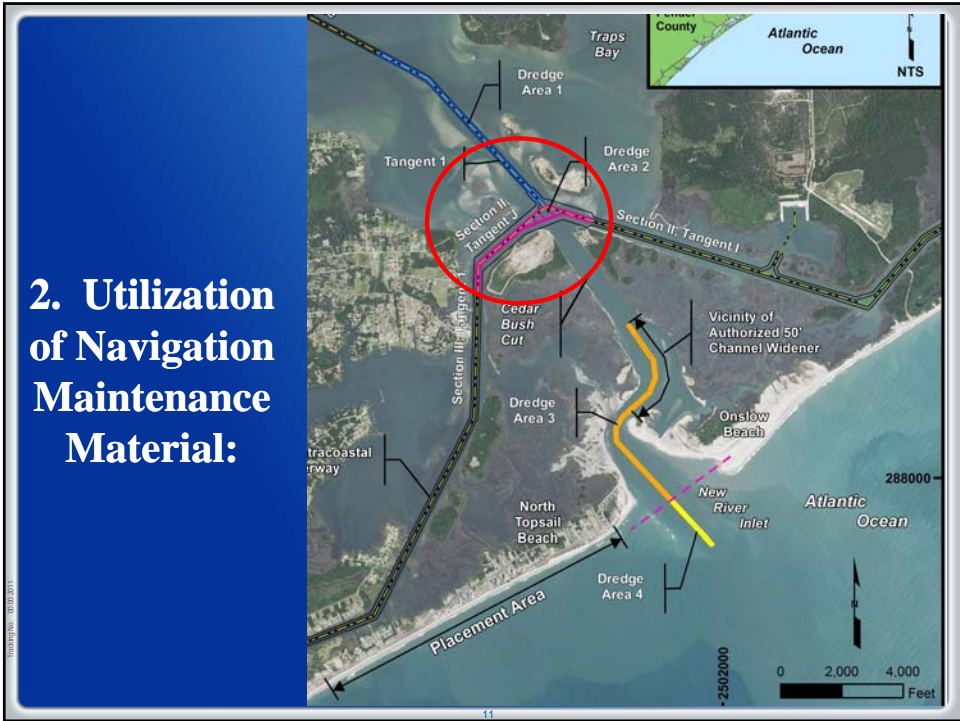


1. Coordination of Federal Channel Maintenance Dredging:

Engineering & Environmental Analysis Cost: \$0

Construction Cost: \$0

Date to Begin Construction: February 2015



2. Utilization of Navigation Maintenance Material:

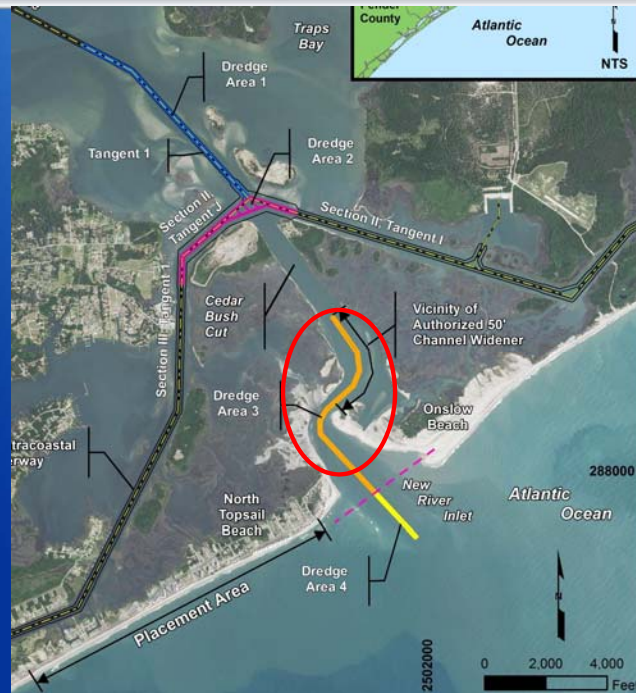
Cutterhead Suction Dredge



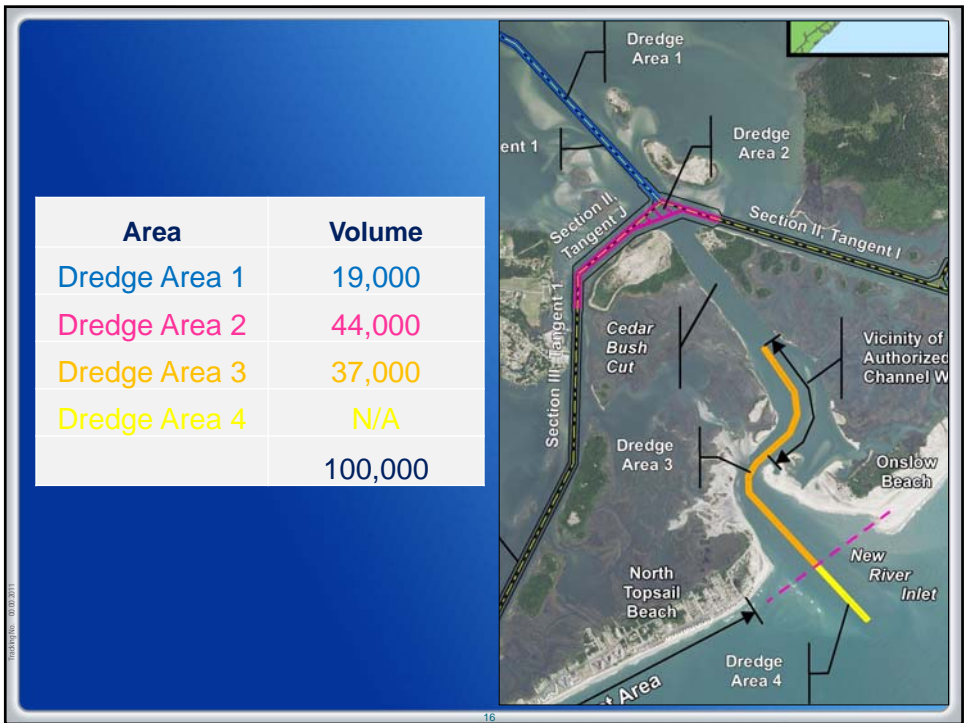
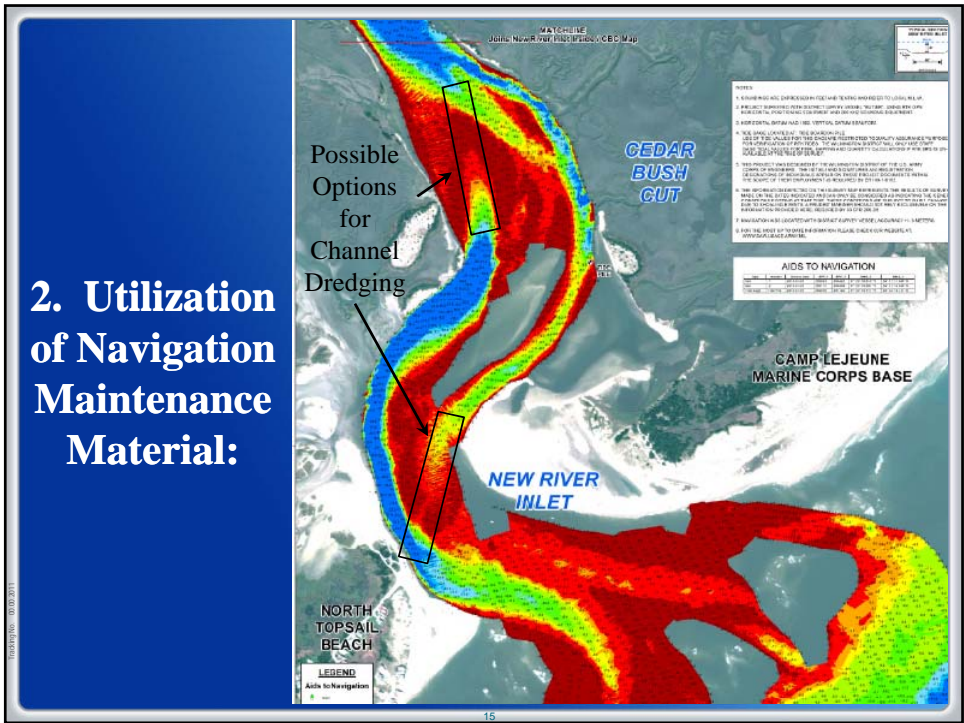
(Courtesy of [Nautico Expo Website](#))

13

2. Utilization of Navigation Maintenance Material:



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2. Utilization of Navigation Maintenance Material:



17

2. Utilization of Navigation Maintenance Material:

Engineering & Environmental Analysis Cost: \$0

Construction Cost: \$425,000 (Town Share)

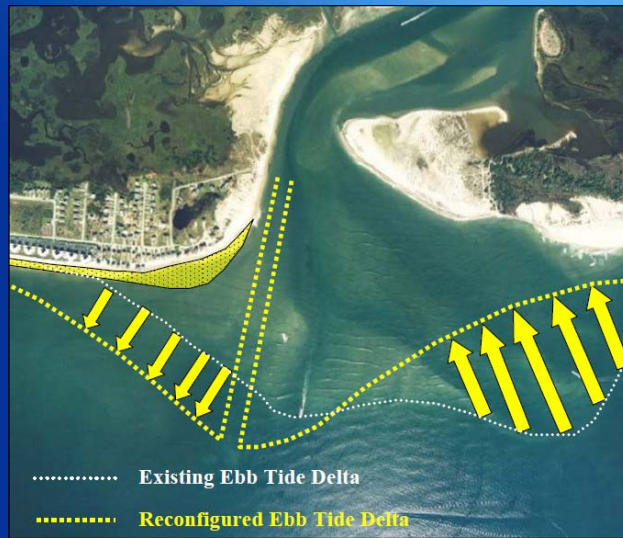
Cost is 25% of total estimated cost for construction, which assumes 50% state cost share and 25% County Cost Share

Date to Begin Construction: November 2015

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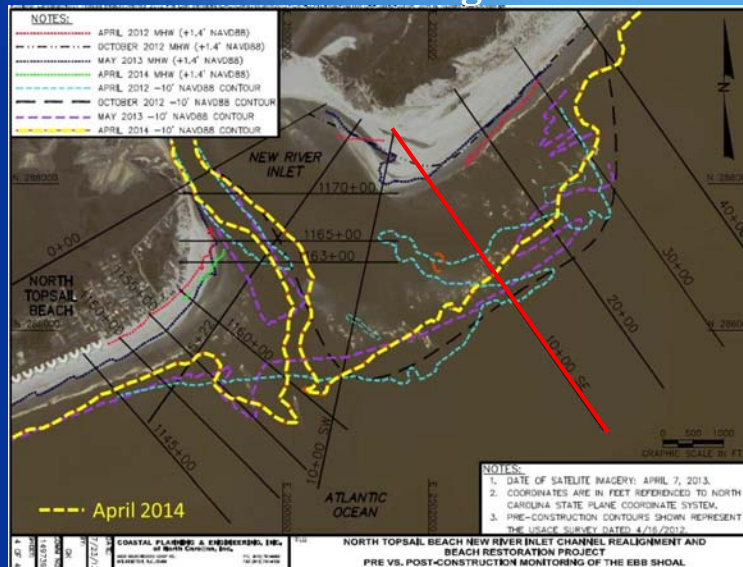
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3. Modified Construction Plan for Maintenance of Channel Realignment:



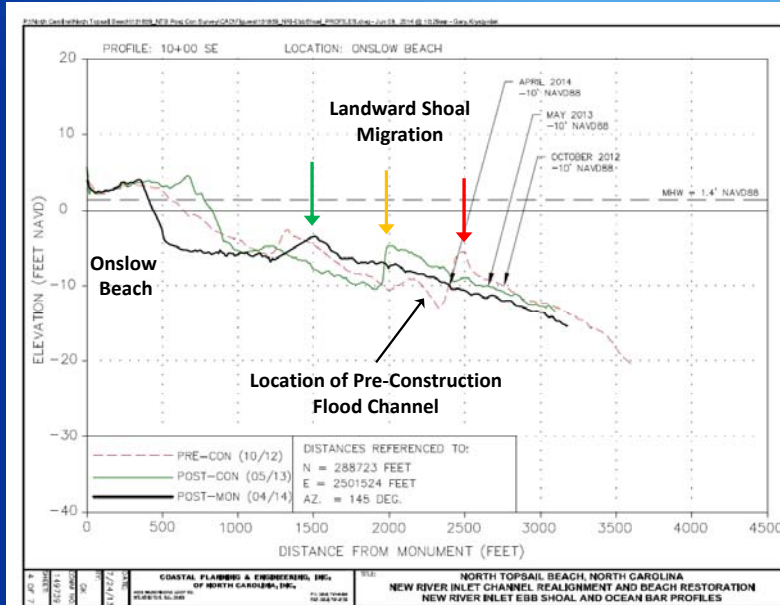
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3. Modified Construction Plan for Maintenance of Channel Realignment:



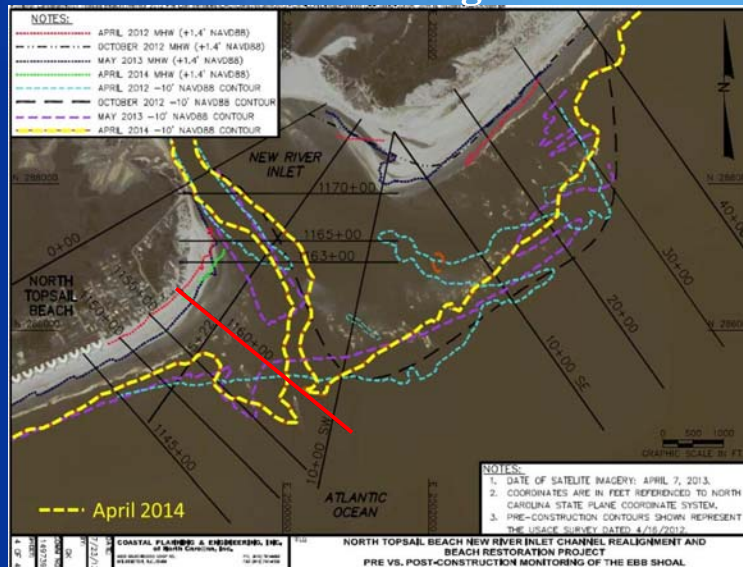
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Ebb Shoal Reconfiguration

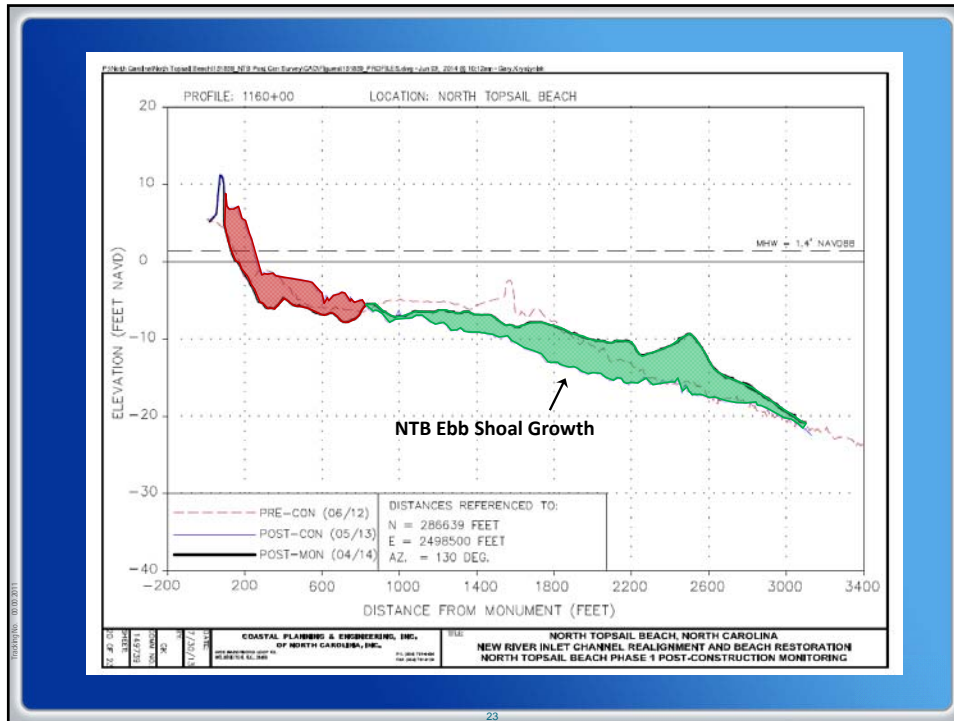


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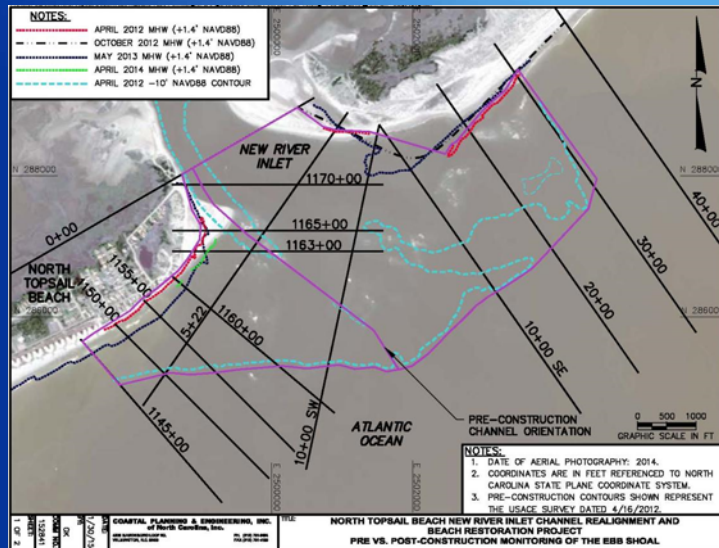
3. Modified Construction Plan for Maintenance of Channel Realignment:



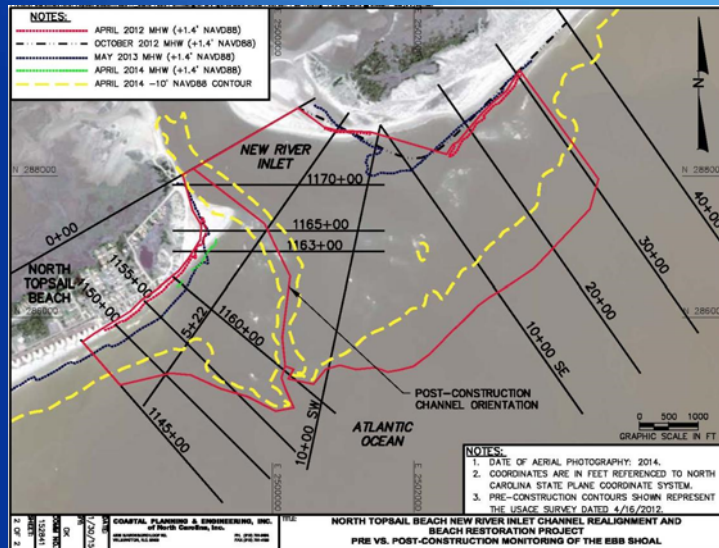
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3. Modified Construction Plan for Maintenance of Channel Realignment:



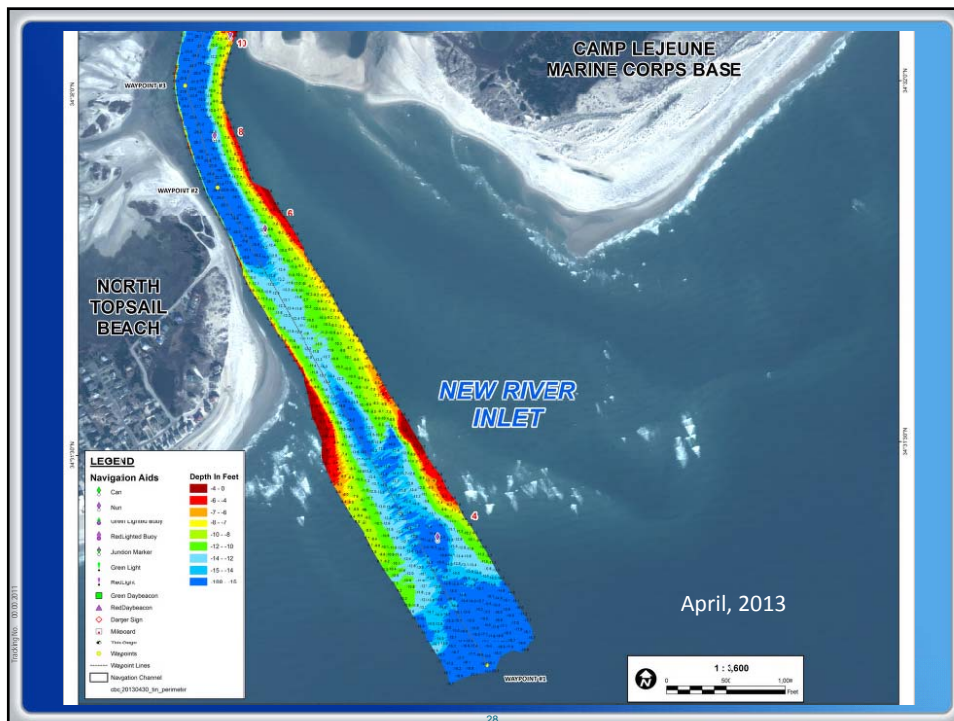
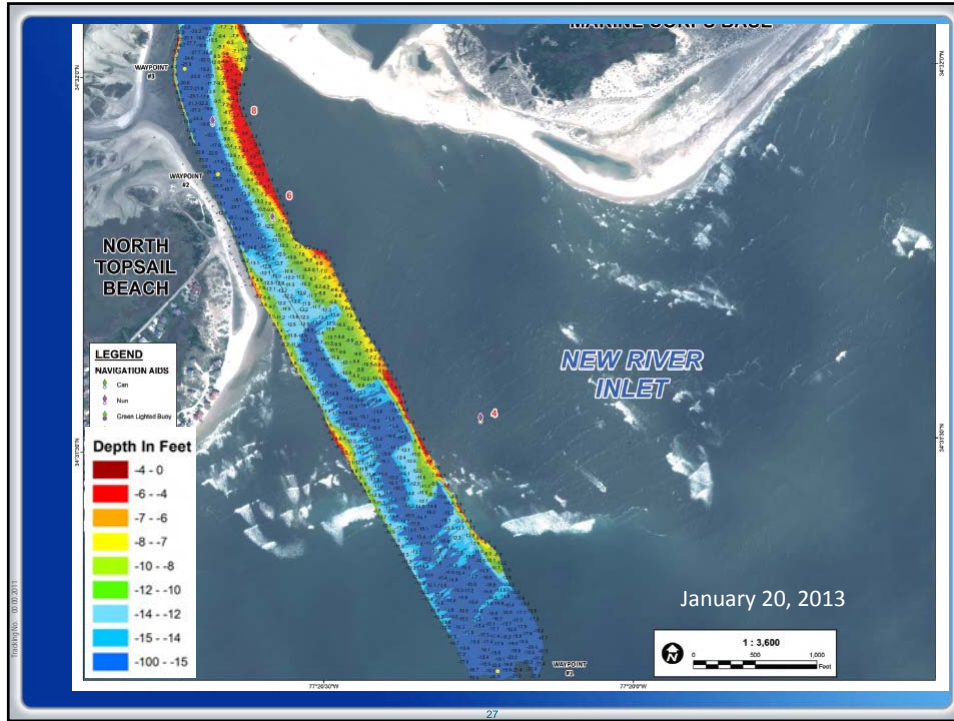
3. Modified Construction Plan for Maintenance of Channel Realignment:



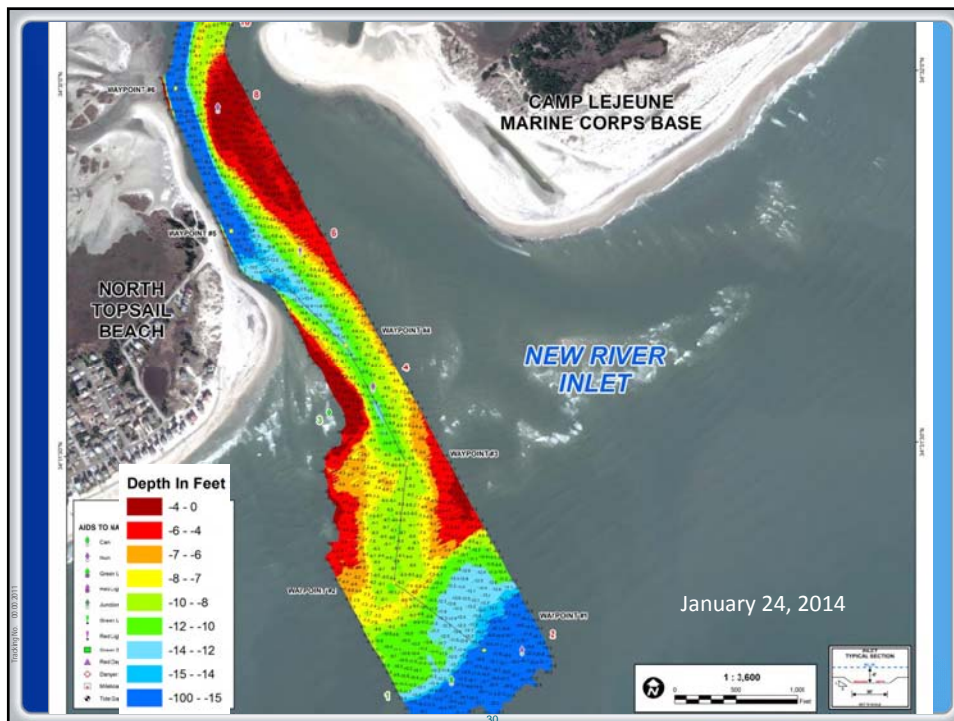
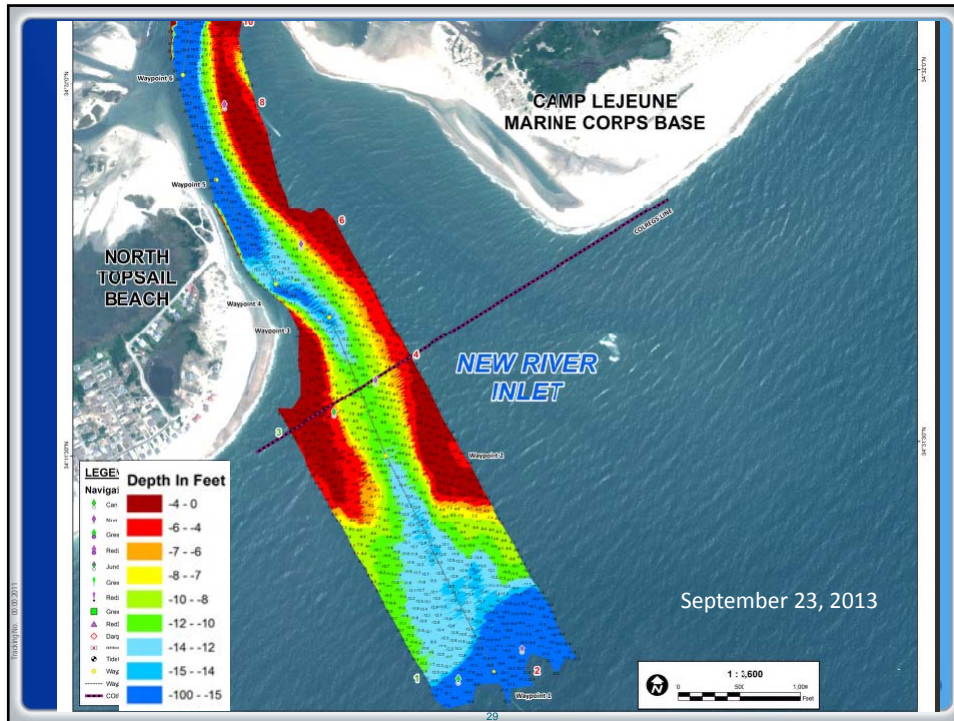
3. Modified Construction Plan for Maintenance of Channel Realignment:

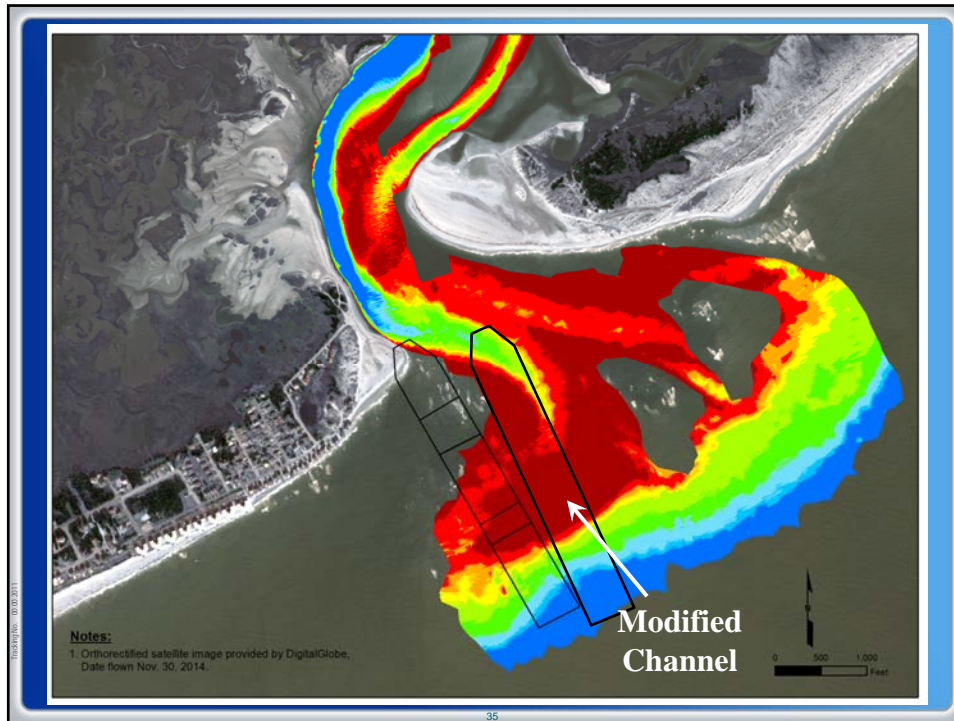
	Volume above Elev. -10.0 NAVD88 (CY)	%
North of Channel (Pre-Con)	1,219,000	83.4%
South of Channel (Pre-Con)	243,000	16.6%
TOTAL	1,462,000	
	Volume above Elev. -10.0 NAVD88 (CY)	%
North of Channel (Post-Con)	1,117,000	74.3%
South of Channel (Post-Con)	386,000	25.7%
TOTAL	1,503,000	

ATTACHMENT F
 Board of Aldermen Special Meeting/Retreat
 Minutes
 February 11, 2015

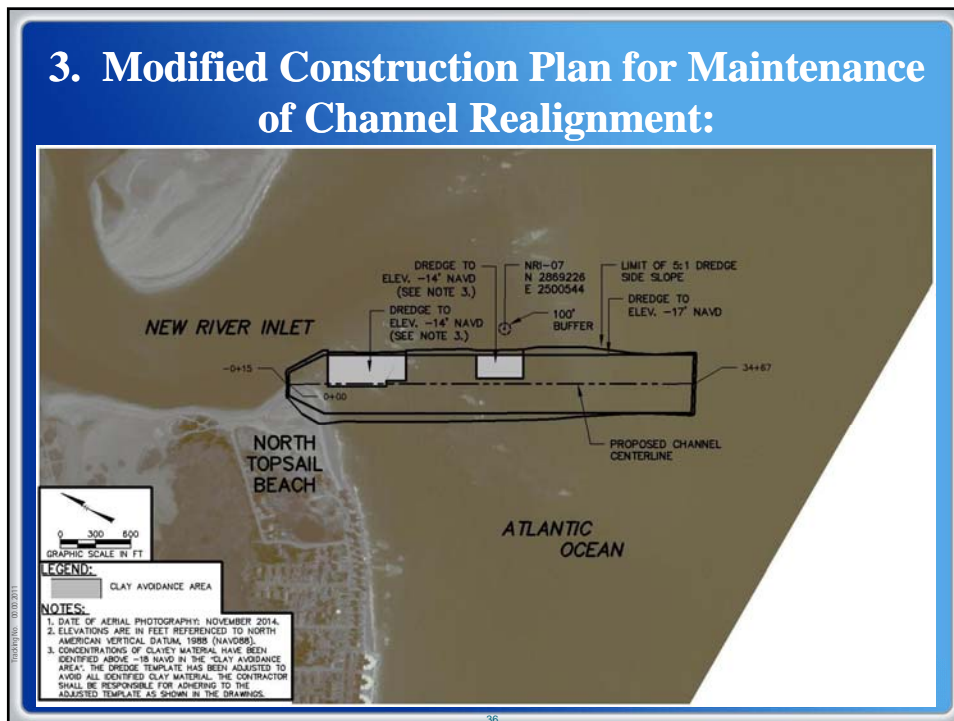


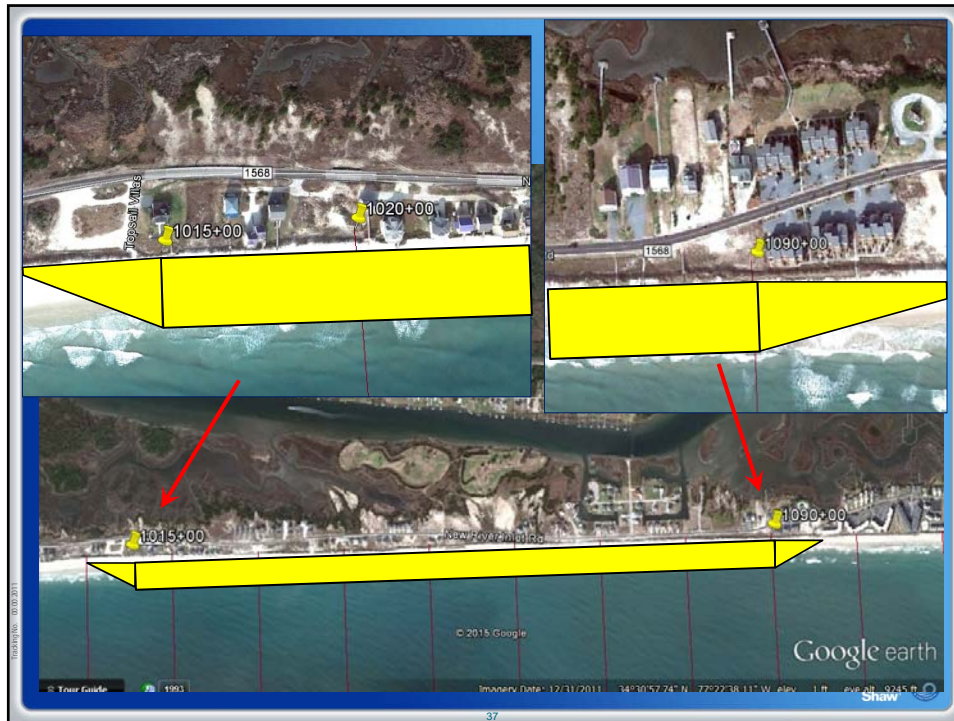
ATTACHMENT F
 Board of Aldermen Special Meeting/Retreat
 Minutes
 February 11, 2015





3. Modified Construction Plan for Maintenance of Channel Realignment:





3. Modified Construction Plan for Maintenance of Channel Realignment:

Engineering & Environmental Analysis Cost: \$510,000

- Includes Surveys required for Phase 1 monitoring (Onslow/NTB/Inlet)
- Includes Model Setup, Calibration, and Verification, which would also be used for Terminal Groin Design
- Includes Additional Vibracores and Cultural Resource Investigation

Construction Cost: \$4,000,000 (Town Share)

Cost is 50% of total estimated cost for construction, which assumes 50% state cost share

Date to Begin Construction: November 2017

4. Construction of a Terminal Groin:

What is a Terminal Groin?

- A terminal groin is a structure constructed perpendicular to the general alignment of the shoreline in an area adjacent to a tidal inlet. (Example – Fort Macon)

What is the purpose of a Terminal Groin?

- A terminal groin is used to control sediment losses from the end of a beach compartment that is affected by both tide induced and wave induced currents.

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4. Construction of a Terminal Groin:

Example:
Terminal Groin
(Ft. Fisher)

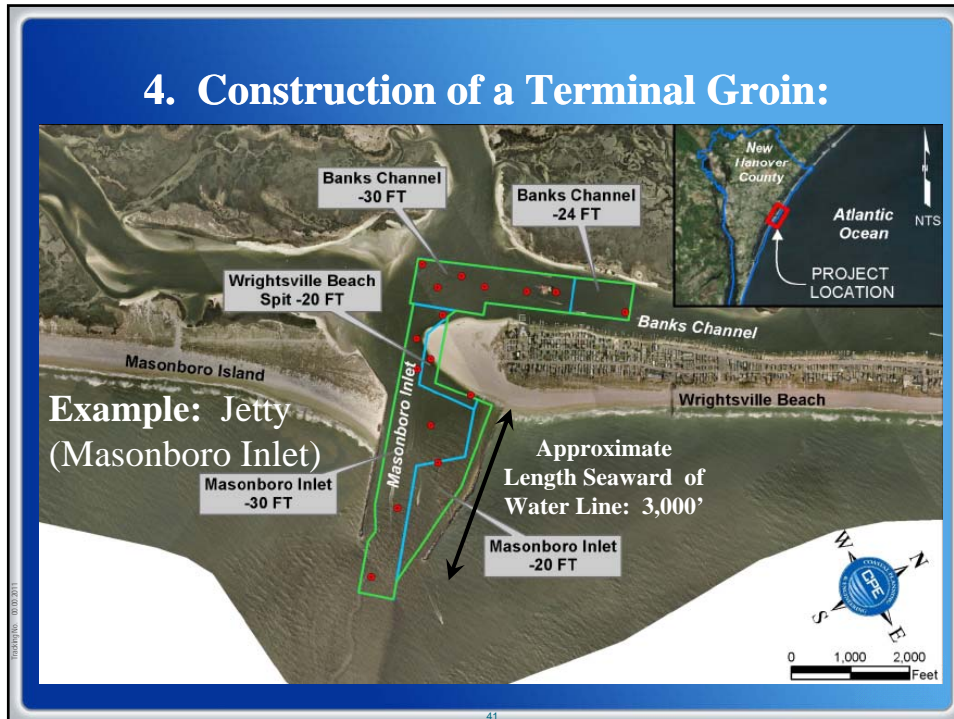


Approximate Length Seaward of
Water Line: 250'

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40

4. Construction of a Terminal Groin:



4. Construction of a Terminal Groin:

Why Wasn't It Part of the Plan To Begin With?

- Terminal groins were illegal at the time the Town's comprehensive beach & inlet management program was formulated. State Statute was changed to allow up to 4 terminal groins in 2011.

Why Wasn't It Included Once It Became Legal?

- At that time the Town already had permits for the plan of record.
- 3 – Year permitting time would have likely resulted in the loss of multiple structures on the North End
- Loss of the sand source from the Channel Relocation would have been to the detriment of the rest of the Town's Plan

4. Construction of a Terminal Groin:



Notes:
1. Orthorectified satellite image provided by DigitalGlobe,
Date flown Nov. 30, 2014.

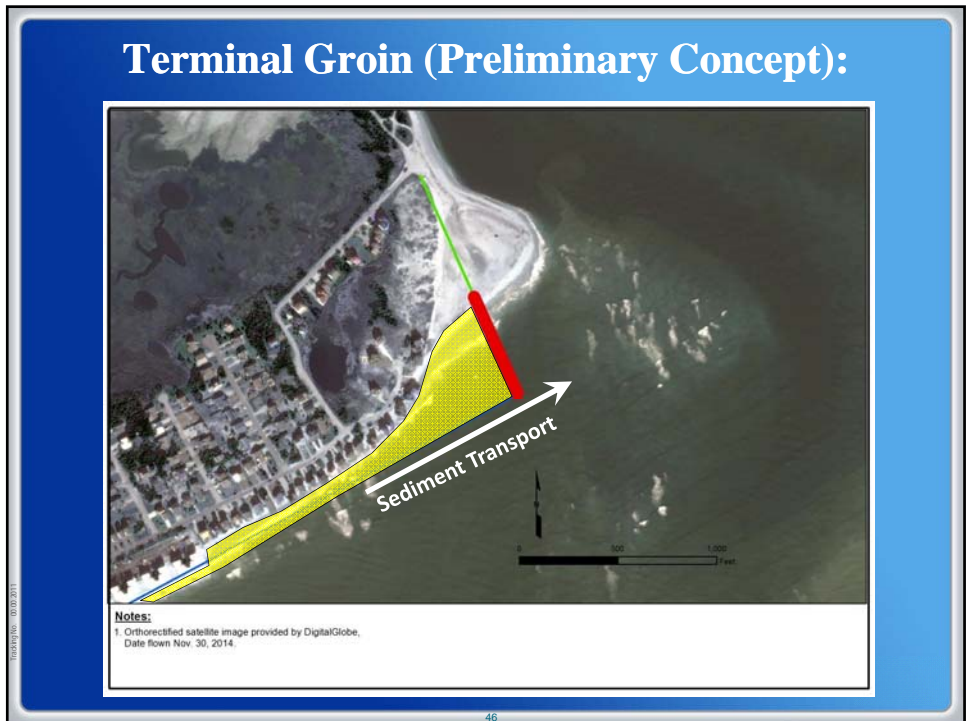
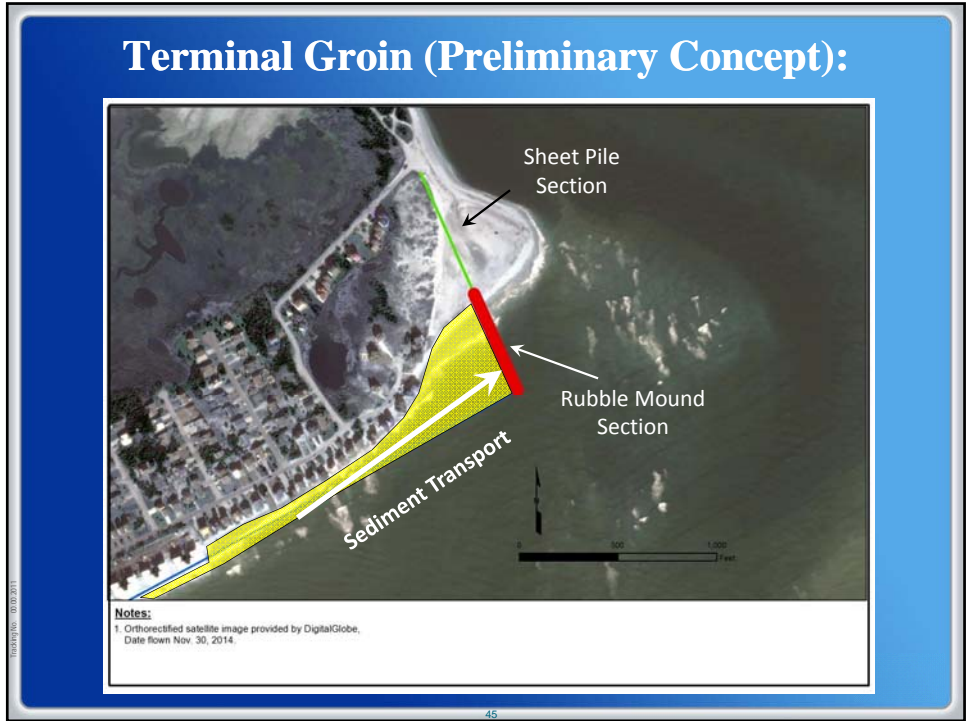
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4. Construction of a Terminal Groin:



Notes:
1. Orthorectified satellite image provided by DigitalGlobe,
Date flown Nov. 30, 2014.

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Terminal Groin:

- 3 – Years of Permitting and Design
- \$500,000 - \$800,000 in Design and Permitting Services
- Structure Estimate - \$3.6 Million - \$4.5 Million
- Sand to Fill Fillet - \$2,000,000
- Long-Term Beach Management Costs May Increase (All Phases)
- Long-Term Sediment Source Uncertain
- Likely Require Change in State Law

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Recommendations:

1. Initiate immediate coordination with the USACE Wilmington District regarding Maintenance Dredging of New River Inlet (Alternative 1);
2. Conduct Monitoring Surveys of N. Topsail Beach/Onslow Beach/and Inlet to assess the reconfiguration of the ebb shoal (April, 2015);
3. Continued planning and coordination with the County and the State to conduct maintenance dredging of the AIWW crossing, Channel to Jacksonville, and Cedar Bush Cut in Nov. 2015 (Alternative 2);
4. Initiate model setup, calibration, and verification for assessing alternative channel design configurations (Alternative 3) and terminal groin design (Alternative 4);
5. Plan for 2nd Channel realignment project in 2016/2017 to place sand south of Phase 1 (Alternative 3); and
6. Initiate Year-1 Terminal Groin Design work while you continue to assess the channel realignment project performance (Alternative 4).

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Summary Table:			
Alternative:	Date of Implementation	Engineering & Environmental Analysis Cost	Cost to Construct
1. Coordination of Federal Channel Maintenance Dredging	February 2015	\$0	\$0
2. Utilization of Navigation Channel Maintenance Material	November 2015	\$0	\$425,000 *
3. Modified Construction Plan for Maintenance of Channel Realignment Project	November 2016	\$510,000	\$4 Million *
4. Construction of a Terminal Groin	February 2018	\$500,000	\$5.6 Million - \$7.5 Million
* Denotes Town Portion of a Cost Shared Project			

- ### Report Status:

 - **Board Update** – February 11th, 2015
 - **Draft Report** – Anticipated submittal February 20th, 2015
 - **Final Report** – Anticipated submittal March 2nd, 2015

**North Topsail Beach
Comprehensive Beach and Inlet Management
Program: Contingency Report Update**

Questions:

Ken Willson - (kenneth.wilson@cbi.com)
Tom Jarrett, P.E. - (james.jarrett@cbi.com)

02/11/15 09:02:21

Shoreline Protection Plan



Review of Finance Plan and Options Going Forward

Options We want to Pursue

Alternative:	Date of Implementation	Cost to Permit and Design	Cost to Town to Construct
1. Preferred Channel Alignment Dredging to Induce By-Passing-*	February 2015	\$0	\$0
2. Utilization of Navigation Channel Maintenance Material (Cedar Bush Cut)	November 2015	\$0	\$425,000
3. Modified Construction Plan for Maintenance of Channel Realignment Project (2016 Scheduled Maintenance of the Ocean Bar)	November 2016	\$514,000	\$8Million
4. Construction of a Terminal Groin	February 2018	\$500,000	\$7Million

*Option 1 requires negotiation with USACE to dredge the channel in a more northerly direction to induce a favorable sand by-pass to our north end, but no additional Town \$\$

Review Of Beach Fund Finance Plan

USDA/LGC Phase 5 Requirements -- Sets limits on fund:

1. Set aside four annual debt payments totaling \$3,657,040 as a Reserve, at loan closing this Summer, and 10% of payment annually (\$91,400).
2. Any Fund Balance collected in excess of \$5,000,000 must be set aside for early pre-payment of note in 11 years.
3. The large Reserve Requirement limits what we can do, but plenty *can still be done* under the current tax rate dedication of 15.71 cents/\$100 dedicated to the fund, with the addition of some gap fill revenues.

Beach Fund Forecast

Key points:

- Moving one Reserve payment to later year gives us a projected Fund Balance at the end of this fiscal year of \$932,632, even after the large USDA Reserve.
- With the addition of **Miscellaneous Revenues** to the dedicated Ad Valorem, Sales Tax and Occupancy taxes, we would have enough funds to do Options 1, 2 & 3; but these kind of revenues cannot be predicted with certainty.
- **Miscellaneous** = \$400,000 CAMA reimbursements due, County Tourism Grant (\$375,000 last year), County FY15 Beach contribution of \$100,000, and land sales (totaling nearly \$600,000).
- **Beach fund Ad Valorem Tax:** from a strict financial perspective, a better and more predictable source of revenue would be a small ad valorem 1 or 2 cent increase dedicated for the options discussed; 1 cent = \$80,000.

ATTACHMENT G
Board of Aldermen Special Meeting/Retreat
Minutes
February 11, 2015

North Topsail Beach - Beach Fund (Shoreline Protection Project--Forecast of Cost and Revenues)							
			5 Year Forecast				
	Actual	Estimated					
Revenues	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20
Occupancy Tax -	\$847,199	\$913,750	\$982,281	\$1,055,952	\$1,135,149	\$1,191,906	\$1,251,502
15 Cents dedicated AV -	\$1,244,697	\$1,244,280	\$1,244,280	\$1,244,280	\$1,244,280	\$1,244,280	\$1,244,280
Sales Tax -	\$367,917	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000	\$900,000
Miscellaneous- to Gap Fill Costs-1	\$54,601	\$375,000	\$664,000	\$619,260
USDA Loan	..	\$16,815,000
Total -	\$2,514,414	\$20,248,030	\$3,790,561	\$3,819,492	\$3,279,429	\$3,336,186	\$3,395,782
Expenses							
Phase One Debt (Bank) -	\$617,004	\$607,533	\$597,650	\$587,766	\$577,883
Phase Five Construction	..	\$16,328,040	\$914,260	\$914,260	\$914,260	\$914,260	\$914,260
Interim Construction Loan Interest -	..	\$181,602
Administrative/Engineering/ Legal Fees -	\$294,259	\$441,027	\$216,715	\$35,000
Annual Operating -	\$215,000	\$210,000	\$220,500	\$231,525	\$243,101	\$255,256	\$268,019
Other Phases/Beach Maintenance -	\$408,030	\$200,000	\$825,000	\$4,000,000
Total -	\$1,534,293	\$17,968,202	\$2,774,125	\$5,768,551	\$1,735,244	\$1,169,516	\$1,182,279
Surplus/(Deficit) -	\$980,121	\$2,279,828	\$1,016,436	-\$3,949,059	\$1,344,185	\$2,166,670	\$2,213,502
Transfer to USDA Reserve Fund - 2	\$3,657,040	-\$91,426	-\$91,426	-\$91,426	-\$91,426	(\$91,426)	(\$1,005,686)
Beach Fund Balance (before prepayment) -	\$2,309,834	\$932,622	\$2,040,484	\$0	\$1,452,759	\$3,528,002	\$4,735,819
Notes							
1 Miscellaneous:							
- County Contribution (2015 ~\$100,000)							
- Sales of Town Surplus Property (estimate of \$600,000)							
- CAMA Reimbursements = \$400,000							
- County Capital Tourism Grant (received \$275,000 last year for parking)							
- 1 or 2 cent increase for beach fund = (\$80,000 to \$160,000)							
2 Incorporates LGC requirements-- Phase 5 prepayment scheduled for 2025							

Analysis:

- Beach Fund Forecast shows that we can finance a 2015 Cedar Bush cut project (Option 2) providing enough sand to re-nourish Phase 1 or some of 2 **with the addition of some miscellaneous revenues or ad valorem revenues** (could include a small Ad valorem increase to ensure that the necessary gap funds are obtained).
- We can also fund the large scheduled maintenance dredge of the ocean bar in 2016, providing enough sand for Phase 2 and possibly some of Phase 3. (Recall that we already have \$1,250,000 already in hand towards the \$4,000,000 from Shallow Draft fund), with collection of additional miscellaneous/ad valorem revenues.
- However, we will not have enough to do both the groin (\$7,500,000) and the 2016 ocean bar, **without additional outside support or a significant tax increase, because the total needed would be \$12,000,000 within the same time period.**


To Do Both Projects would require:

1. Finding another \$500,000 to the fund for permitting and design of the groin.
2. A tax increase to finance construction; this would be 87 cent tax increase to reach the \$7,000,000 needed – **Town wide**.
3. Possible consideration of a special Taxing district for the groin area beneficiaries, to divide the cost among the north end folks. For ease of calculation: 75 properties = \$100,000 each.
4. Additional debt—LGC will not allow without without new revenue sources, i.e a tax increase, grant etc.
5. **The County** to accept responsibility for the **groin as critical to New River Navigation** and to agree to a cost-share of the design and construction.


Note--Once the groin is in it is likely no further dredging of 500' x 18' channel for beach sand will be allowed, so may eliminate inlet as sand source, at least for large projects.

Conclusion


- CP&E options 1,2, & 3 are achievable in the next 3 years, **with additional revenues**.
- The addition of a groin strategy, including the design and permitting, would **require a large external funding source** and a large tax increase, after consideration of Town-wide equity and direct beneficiaries.
- We could allow a small study of the data (\$50,000), already scheduled for collection of the 2016 ocean bar maintenance, to analyze groin feasibility, but that is all our funds could support for a groin strategy, without significant \$\$ increases.



GOING PAPERLESS



2/11/2015 North Topsail Beach Board of Aldermen Retreat



WHY PAPERLESS?

We are almost there already.

1) We already post our agenda and links to the supporting documents on the Town's website. It is available for the public to access and is often cited when there are media inquiries.

<http://www.ntbnc.org/Pages/CurrentAgendaPacket.aspx>

2/11/2015 North Topsail Beach Board of Aldermen Retreat

WHY PAPERLESS?



We are almost there already.

2) We already have a projection system to electronically view our agenda packet during meetings.



(You are looking at it now)

2/11/2015

North Topsail Beach Board of Aldermen Retreat

WHY PAPERLESS?



- Can view documents anywhere – anytime. 
- Can highlight and make notations with your fingers (ore with a stylus if you upgrade to the Samsung 10.1 Note) 
- Detailed documents can be “zoomed in”

2/11/2015

North Topsail Beach Board of Aldermen Retreat

WHY PAPERLESS?



- All information in one place.
- Easy to use.
- Updated instantly. No extra papers delivered to you last minute.
- Saves preparation time.



2/11/2015

North Topsail Beach Board of Aldermen Retreat

WHY PAPERLESS?



- Saves paper = better for the environment



1 box (10 reams) of copier paper uses 0.6 trees
3 boxes per year = 1.8 trees per year

- Saves gas (no delivery) = better for the environment

2/11/2015

North Topsail Beach Board of Aldermen Retreat



WHY PAPERLESS?

Benefits Outside of Agendas

- Access to reference materials such as "Suggested Rules of Procedure for a City Council."
- Google Calendar which can be synched to smart phone devices, making scheduling meetings and events easier.



2/11/2015

North Topsail Beach Board of Aldermen Retreat

WHY PAPERLESS?

\$\$\$



Paper Agenda Costs				Paperless Agenda Costs				
		1 Year	4 Years	5 Years			1 Year	4 / 5 Years
Paper & Printing Cost (11)	Month	Pages			Paper & Printing Cost (11)	Full digital	Full digital	
	Average	105						
	x11	1155						
	x12	13,860 sheets	55,440 sheets	69,300 sheets				
		Approx 3 boxes @ 5,000 sheets	11 boxes	14 boxes				
		\$137.97 @ \$45.99 ea.	\$505.89	\$643.83				
		.009 per BW copy	\$498.96	\$623.70				
	Total	\$262.71	\$1,004.85	\$1,267.56	Total	\$0.00	\$0.00	
Binders & Dividers	\$11.39x8 + \$3.79x16	\$151.76	\$151.76	\$151.76	Binders & Dividers	\$0.00	\$0.00	
Admin Hours	4 hr x 12 x \$15.00 per hr.*	\$720.00	\$2,280.00	\$3,600.00	Admin Hours	\$0.00	\$0.00	
Delivery (6)*	\$17.08 x 12	\$204.96	\$819.84	\$1,024.80	Delivery (6)	\$0.00	\$0.00	
Tablets for BOA/Staff (8)		\$0.00	\$0.00	\$0.00	Tablets for BOA/Staff (8)	500 x 8	\$4,000.00	\$4,000.00
TOTAL		\$1,339.43	\$4,256.45	\$6,044.12	TOTAL		\$4,000.00	\$4,000.00


*Charger 23 MPG - \$2.08 per gallon
 Avg per hour PD \$15.00

* Admin= office specialist

2/11/2015

North Topsail Beach Board of Aldermen Retreat




Which Tablet?



PRODUCTS SERVICES DEALS Search Best Buy Sign In Create Account

FREE SHIPPING on orders \$35 and up. Ship now.



Best Buy > Computers & Tablets > Tablets > iPad & Tablet Package Deals > Product Info

-  iPad Air 2 Wi-Fi 16GB (Gold), Screen Protector, Case, Stylus, Audio Cable & Earbuds Package
SKU: 9999240300050002
\$499.99
SAVE \$183 (Reg. \$683.44)
FREE SHIPPING on orders \$35 and up
-  Samsung Galaxy Tab 4 10.1 (Black), Screen Protector, Case, Stylus, Audio Cable & Earbuds Package
SKU: 9999240300050007
\$410.24
SAVE \$59 (Reg. \$469.44)
FREE SHIPPING on orders \$35 and up
-  Samsung - Galaxy Note 10.1 2014 Edition - 16GB - Black
Model: SM-P6002KYYAR | SKU: 2076007 | Customer Rating: 4.6 (714 customer reviews)
New from \$499.99
Open-Box from \$449.99
Refurbished from \$399.00
PRICE MATCH GUARANTEE
\$499.99
FREE SHIPPING on orders \$35 and up
Add to List
Add to Registry

2/11/2015 North Topsail Beach Board of Aldermen Retreat

How will it work?

- Each board member will have a Google Account (gmail) and a Dropbox account which is associated with the gmail address.
- The gmail account will also be used to access the Google Calendar which will be used to schedule events and can be seen by all members.
- Both icons will be on the home screen of the tablet.



2/11/2015 North Topsail Beach Board of Aldermen Retreat

How will it work?



- Each Board meeting will have its own folder which will be saved in Dropbox. Every file folder that is set up in a Dropbox account can be shared with other people by using their email address. This folder will be shared with all Board members and will show up in the Dropbox after the Board member accepts the email invitation to join the folder.

2/11/2015

North Topsail Beach Board of Aldermen Retreat

How will it work?



- The clerk will drop documents into the Dropbox as items become available.
- Agenda items will still be due on the Wednesday prior to the next BOA meeting so that all documents can be compiled and posted on the Town's webpage.
- One full PDF document will be available for review by the Friday prior to the next BOA meeting or earlier.

2/11/2015

North Topsail Beach Board of Aldermen Retreat

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Thursday, March 5, 2015 6:30 P.M.

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Suzanne Gray, and Richard Peters and Richard Macartney, Town Attorney Brian Edes, and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Alderman Don Harte

I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.

Moment of Silence: Mayor Tuman requested that the Board and audience have a moment of silence in memory of two individuals who were very dear the Board of Aldermen who passed away this past month. Monique Macartney Dunlap (daughter of Alderman Richard Macartney) and Richard Gray (husband of Alderman Suzanne Gray).

There was a moment of silence.

II. **INVOCATION:** Alderman Peters gave the invocation.

III. **PLEDGE OF ALLEGIANCE:** Mayor Tuman led those present in the Pledge of Allegiance.

IV. **APPROVAL OF AGENDA:**

- Mayor Pro Tem Leonard made a motion to approve the agenda as presented. Alderman Gray seconded the motion.
- The motion passed unanimously.

V. **MANAGER'S REPORTS:**

Mr. Turille gave the following report:

Manager's Report

1. Shoreline Protection Project:

A. Phase 5:

- **Progress:** 5,275 linear feet completed by tonight's meeting. This is over 1/3 of the project total of 15,045. Due to weather delays we are seeking a CAMA permit extension to the end of May.
- **Change order:** rocks exceeding 3" from the borrow area are being removed with a rock picker and Town rental of large off-road truck. The Division of Coastal Management approved our plan.

B. Phase 1 Maintenance & Remaining Phases:

- In April we should receive the second \$1.25 million disbursement of our \$4,000,000 request to Division of Water Resources (DWR) for the **2016 Phase 1** ocean bar **maintenance project**. This will give us \$2.5 million (60%) of our \$4,000,000 grant request, with the entire amount in hand by December 2015. We are setting aside necessary matching funds and are in negotiation with the County on a cost-share of the total cost. The goal of the project is to bring sand to Phase 1-3 beach area in 2016.
 - **Meeting with USACE on dredging of the ocean bar**—the Town met with USACE and reached agreement for the Corps to dredge the ocean bar in a location more favorable for sand relocation from the ocean bar area to the north end near shore area.
- C. North End Sand Bag Revetment**—all sand bags and back fill are complete, for the both the revetment and northern extension, totaling about 2,700 bags covering 1,750LF. The project is performing to halt erosion and mitigate flooding. Project reconciliation for final payment will complete soon. After all costs are finalized we can discuss special assessment costs.
- D. Coastal Barrier Resource Act (CBRA)** -- our DC delegation traveled to Washington DC and met with Senator Tillis' staff to re-introduce our Senate CBRA bill, and to renew our map correction request with Committee staff members.

Parking:

- **North end site (Site #1)** -- paving and striping for 74 parking spaces complete;
 - **Site #2 (across from Town Hall)** -- 226 parking spaces complete; total site 1 & 2 = 300 new spaces.
 - **Site #4 (Town Park South-14 spaces)** – grading & gravel now occurring at site.
 - **Site #3 (Next to St. Moritz)** -- delayed until next September, due to increased CAMA requirement for ABC gravel at other sites, which used all funds, and appeal of our CAMA permit.
 - **Next up: crosswalks.**
3. **Finance Officer** – review underway of the 22 applications received for the Finance Officer position. We will have a recommended candidate to you soon.
4. **Bike Plan:** the current bike plan was submitted to the Onslow County Planning office for inclusion in the Sneads Ferry Community Plan.
5. **NCBIWAs Conference—Reminder:** March 16 & 17 Pine Knoll Shores.

Mr. Turille took questions from the Board.

Ms. Faulkner summarized the following report:

February Retreat

Action items for the February retreat are attached and are also included in the February 11, 2015 minutes.

Trip to DC

NTB Officials, Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard and Assistant Town Manager Carin Faulkner had meetings with Senator Thom Tillis, Representative Walter B. Jones, Representative David Rouzer and professional staff from Senator Burr's office, the US Senate Committee on Environment and Public Works and the US House Subcommittee on Federal Lands. Most of the conversations were concerning Representative Jones' re-introduction of the Town's CBRA legislation in the House and to get support for the re-introduction of Kay Hagan's bill on the Senate side and to make staff aware that the Town seeks to have the bills reach committee on both sides. The delegation also stated the importance of shoreline protection and the challenges CBRA poses to the Town's ability to pursue funding that would be available if the Town was not in the CBRA system.

Following the meetings, there was a reception held by ASBPA in which the association recognized several House members for joining a newly formed Congressional Coastal Communities Caucus. Among those recognized was Representative David Rouzer. The Town thanked Representative Rouzer for his participation in the Caucus and his support for the NC coast. Also in attendance was Representative Walter B. Jones who was present to see the NTB delegation get presented with the Best Restored Beaches Award for 2014. Colonel Landers and the Colonel from the Jacksonville District were also in attendance which was a first.

Highlights of the ASBPA conference were follow up on Superstorm Sandy, discussion of the implementation of the North Atlantic Coast Comprehensive Study, and discussion of the Future of Nearshore Processes report which will be in the next issue of the ASBPA Shore and Beach publication.

Letter to Rental Agencies & Property Owners

A letter has been sent via email to rental agencies and property owners on the north end and in the Phase 5 construction area which explains the conditions of the beach in those areas and expectations as we moved toward the rental season. This letter has also been posted online.

Upcoming Events

NCBIWA Conference – March 16-17 - Pine Knoll Shores

The Reel Housewives of Topsail Island 4th Annual Bike Ride for Breast Cancer – April 1

- VI. **PLANNING BOARD REPORT:** Mrs. Tuman read the Planning Board report and took questions from the Board.

- VII. **OPEN FORUM:** No one came forward.

- VIII. **CONSENT AGENDA:**
 - A. Request to Approve Tax Refunds
 - B. Request to Approve Budget Amendments 6 & 7
 - C. Request to Form the PPI Committee and Appoint Members
 - D. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
 - E. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA (no report)

- Alderman Gray made a motion to approve the consent agenda as presented. Mayor Pro tem Leonard seconded.
- The motion passed unanimously.

IX. **OLD BUSINESS:**

A. Request to Amend Ordinance 2015-2 – An Ordinance Regulating Activities Near Sand Bag Revetments and Geotubes:

- Attorney Edes introduced this item.
- Alderman Macartney made a motion to adopt 2015-3 as drafted. Alderman Gray seconded the motion.
- There was discussion.
- The motion passed unanimously.

X. **NEW BUSINESS:**

A. Request to Establish a Town Policy on the North End Sand Bag Revetment & Extension:

- Attorney Edes introduced this item.
- Alderman Macartney made a motion to adopt Resolution 2015-6 as drafted. Alderman Gray seconded the motion.
- There was discussion.
- The motion passed unanimously.

XI. **OPEN FORUM:** No one came forward.

XII. **ATTORNEY'S REPORT:** Mr. Edes did not have a report.

XIII. **MAYOR'S REPORT:** Mayor Tuman made comments about the Town officials' trip to Washington D.C. He said that Town officials met with Senator Tillis in person, Congressman Jones in person, staff person to Senator Burr, met with Congressman Rouzer in person and met with two committee staff members regarding our legislation to get immediate attention to our bills when they are presented to them.

Mayor Tuman announced that he heard from the lobbyist in Raleigh. She said that Senators Lee, Brown and another Senator introduced Senate Bill 160 which gives the Secretary for the Department of Environment and Natural Resources the authority to act on an emergency basis at State expense to respond to any inlet that is shoaled in without a cost share. He said he is still trying to determine the impact of this legislation might have on North Topsail Beach. He is concerned that this would exhaust the monies in the shallow draft dredge fund which the Town has applied and received funds from and hopes to continue to in the future.

XIV. **ALDERMEN'S REPORT:**

Alderman Macartney – Mr. Macartney said he did not have a report and thanked Mayor Tuman for his remarks at the beginning of the meeting.

Mayor Pro Tem Leonard – Mr. Leonard made comments in follow-up to the D.C. trip. He said he is more encouraged on the CBRA legislation than he has in the last two years. He was glad to have been able to meet Senator Tillis and felt encouraged by the interest Senator Burr’s staff took in the Town’s legislation.

Alderman Gray – Mrs. Gray thanked Town Staff and the Board for their thoughts and prayers.

Alderman Peters – Mr. Peters thanked everyone for being here and being interested.

- XV. **CLOSED SESSION:** Per N.C.G.S. 143-318.11 Closed Sessions (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. AND (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Alderman Gray made a motion to go into Closed Session. Mayor Pro Tem Leonard seconded the motion. The motion passed unanimously.

There was discussion.

Alderman Macartney made a motion to come out of Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

Mayor Tuman announced that no action was taken.

- XVI. **ADJOURNMENT:** Mayor Pro Tem Leonard made a motion to adjourn. Alderman Gray seconded the motion. The meeting adjourned at 8:08 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 4/2/2015

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Thursday, April 2, 2015 6:30 P.M.*

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Suzanne Gray, and Richard Peters and Richard Macartney, Town Attorney Brian Edes, Town Manager Stuart Turille, and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Alderman Don Harte

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Alderman Gray gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Tuman led those present in the Pledge of Allegiance.
- IV. **APPROVAL OF AGENDA:**
 - Alderman Gray made a motion to approve the agenda as presented. Alderman Macartney seconded the motion.
 - The motion passed unanimously.
- V. **PUBLIC HEARINGS/PRESENTATIONS:**
 - A. Presentation: Fireball Run Season 9 Coming to Topsail Island – Tammy Proctor, Director of the Greater Topsail Chamber of Commerce & Tourism:
 - Ms. Proctor gave a short presentation describing what Fireball Run is and what kinds of activities will be taking place during filming.
 - Ms. Proctor said that crews will be here to film B roll footage April 13th – 17th and that the main event will be filmed September 29th-30th.
 - Ms. Proctor took questions from the Board.

*There is an attachment to these minutes.

- B. Presentation: Update on NTB Shoreline Protection Projects, Ken Willson, Coastal Planning & Engineering:
- Mr. Willson gave a presentation on the status of the Phase 5 Shoreline Restoration Project and implementation of the Comprehensive Beach and Inlet Management Plan (Attachment A).
 - Mr. Willson took questions from the Board and Town Attorney as he moved through the presentation.
 - There was discussion.
 - The Town Attorney advised scheduling a Special Meeting prior to the next project status meeting.
 - Mr. Willson continued with his presentation and took more questions from the Board.

VI. **MANAGER'S REPORTS:**

Mr. Turille gave the following report:

Manager's Report, April 2015

1. Shoreline Protection Project:

A. Phase 5: CP&E is here to update us on progress and challenges we are facing.

B. Phase 1 Maintenance & Remaining Phases:

- **County grant:** \$700,000 request submitted to the County for a 50/50 cost share to dredge the AIWW & Cedar Bush cut, for 100,000 CY of beach sand deposition in **November 2015**. The grant also includes design work for the **2016 Phase 1 ocean bar project** (estimated at 600,000 CY sand) and to study the feasibility of a groin.
- Our **2016 Phase 1 project** will receive the second \$1.25 million of our \$4,000,000 request **next week**. This will be \$2.5 million in-hand, with the full amount by December 2015. The project will continue our Shoreline Protection Project, farther down into Phase 1 and 2.
- **North End Sand Bag Revetment:**
 - The project is performing as expected;
 - some incidents of vandalism occurred -- the police are watching the area more closely;
 - the geo tube permit extension request to CAMA is in discussion;
 - project reconciliation for final cost estimate has not concluded;
 - a design for the only CAMA approved cross-over, just north of the Topsail Reef, will be completed next week. Construction will begin shortly thereafter.

2. Parking:

- **North end site (Site #1)** -- completed with 74 parking spaces and cross-over with handicap ramp.
- **Site #2 (across from Town Hall)** -- 226 parking spaces completed with two crossovers nearing completion;
- **Site #4 (Town Park South-14 spaces)** -- grading & gravel completed;
- **Site #3 (Next to St. Moritz)** -- delayed until next September, due to the appeal of our CAMA permit by adjacent owners.
- **Our total additional parking spaces for the 2015 Summer season will be 314.**

3. Town Welcome signs: the new signs will be in by mid-April, and include automatic irrigation of plants & flowers.

4. **New Finance Officer:** Ms. Bonnie Kline will begin April 13th. She is a Certified Public Accountant, a Certified Financial Officer Levels 1&2, and has coastal and finance experience in three municipalities.
5. **Budget Meeting with Department Heads:** currently scheduled for April 22nd. The Public Works Director will not be available that week. Request that this be moved to April 29, which will also allow more time for budget analysis. I do not foresee this causing any issue with the timeline to budget adoption.

Mr. Turille took questions from the Board.

Ms. Faulkner submitted the following report:

Newsletter/Town Motto

Town Staff is working on the next edition of the Town newsletter. This issue will be mailed to all property owners. The plan is to launch the town motto search in this issue. Town Staff expects to release the next issue when the Town has received a response to its request for an extension on the Phase 5 project.

PPI Committee

Ms. Deborah Hill, Planning Director conducted a very productive initial PPI (plan for public information) Committee meeting. It consisted of planning board members, and members of the community from the insurance and lending fields. Ms. Hill is working on finalizing the plan that was developed at this meeting and will request approval by the Board of Aldermen next month.

Town Code

The Town Attorney and Town Staff will be submitting the most recently passed ordinances and a response to the American Code Corporation's attorney comments on the existing Town Code in order to continue the recodification process. In a few months the Board will be asked to adopt a recodification ordinance. From that point forward the Town Code will be updated as ordinances are passed and will be available online. This does not include the Unified Development Ordinance which will be separate. The Planning Director will be working with American Code Corporation to get that finalized in the near future.

Merit Pay/Performance Evaluation Policy & Form

Department heads and supervisors met earlier this month to work on a draft Performance Evaluation Form. Town Staff has also drafted a performance evaluation policy. Both draft documents have been distributed to all Town employees for review and comment for a period of 2 weeks. After review and comment a final draft will be put in place and evaluations will resume immediately so that merit pay can be allocated for FY16.

Sea Oat Cost Share Program

As of last week approximately 3,200 plants have been ordered. Town Staff has been asked why the Town paid 100% for the vegetation for the new dune that was created in Phase One and is not paying for 100% of the plants in Phase 5. The difference is the location of the pre-project Mean High Water line in Phase One was landward of the new dune location so the new dune was considered public property.

Upcoming Events

The Reel Housewives of Topsail Island 4th Annual Bike Ride for Breast Cancer – April 11
Next Phase 5 Public Information Meeting – Tuesday, April 14
Four Town Meeting at Topsail Beach – April 16
ATM Attending Municipal & County Admin Update at UNC SOG – April 30 – May 1
NC Big Sweep Beach Clean Up – May 9
Ocean City Jazz Festival – July 3rd and 4th
Eastern NC Surfing Association Central NC District Surf Contests at BA #4 – March – Sept.
Sea View Fishing Pier's Annual Military Appreciation Fishing Tournament – Now – Oct 24th

VII. **OPEN FORUM:**

Joann McDermon of 306 Marina Way - Ms. McDermon had concerns about the safety of the inlet for boaters who come here and may not know that the inlet is not safe.

Jeannine Meyers of 224 New River Inlet Road – Ms. Meyers said she was concerned about the new parking lot drawing more people and that people would start swimming in the inlet. She said there is confusion about whether the police can enforce the \$100 fine for being on the bags.

VIII. **CONSENT AGENDA:**

- A. Request to Approve Budget Amendment #8
- B. Approval of Minutes - February 5, 2015 February 11, 2015 March 5, 2015
- C. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
- D. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA
 - Alderman Macartney made a motion to approve the Consent Agenda as presented. Mayor Pro Tem Leonard seconded the motion.
 - The motion passed unanimously.

IX. **OLD BUSINESS:**

- A. **Request to Adopt Resolution 2015-7 – Resolution for Water Resources Development Grant Application for AIWW & New River Crossing:**
 - Mr. Turille introduced this item and took questions from the Board.
 - Mayor Pro Tem Leonard made a motion to adopt Resolution 2015-7 – Resolution for Water Resourced Development Grant Application for the Atlantic Intracoastal Waterway and New River Crossing. Alderman Macartney seconded the motion.
 - The motion passed unanimously.

X. **OPEN FORUM:** No one came forward.

XI. **ATTORNEY'S REPORT:** Mr. Edes gave an update on Emerald Isle. He said that the brief is due in two weeks. He said this case will affect all towns' rights on what they can or cannot do on the dry sand beach and is a significant case. Mr. Edes took questions from the Board.

XII. **MAYOR'S REPORT:** Mayor Tuman announced that he and the Assistant Town Manager will be attending the opening celebration for a section of the NC Mountains-to-Sea Trail on Monday at Jacksonville Landing. The trail will be going through NTB. He also announced that the Town asked Dr. Bill William Cleary to write a peer review of Orrin Pilkey's paper "North Topsail Beach, North Carolina: A model for maximizing coastal hazard vulnerability." He said Pilkey's paper was referenced during the House

Subcommittee Hearing on the Town's CBRA legislation by US Fish and Wildlife Service (USFWS). He said that Cleary's review is published on the Town's website and that Cleary found Pilkey's paper to be lacking and erroneous. Mayor Tuman said he forwarded a link to Cleary's review to Pete Benjamin at US Fish and Wildlife and asked him to read it and to look at the US Geological Survey data that shows our Town is at minimal risk for sea level rise. Mayor Tuman said that Mr. Benjamin responded and had read a part of the report and would try to get the Town a briefing in person with USFWS.

XIII. **ALDERMEN'S REPORT:**

Alderman Macartney – Mr. Macartney said that this was a very informative meeting; he appreciated the information from Ms. Proctor and Mr. Willson. He said he was glad to see so many people here.

Mayor Pro Tem Leonard – Mr. Leonard said that he had been able to make contact with General Wilson, who is a former colleague who now works in the Governor's office. He spoke with him about the potential of losing PEDRO. They discussed the possibility of using a Coast Guard helicopter to replace PEDRO and that it could possibly be stationed at New River. Mr. Leonard said appreciated everyone being here tonight. He addressed Ms. McDermon's comments about safe boating in the inlet and told her about the Notice to Mariners which is provided by the US Coast Guard. He said he will not be able to attend next month's meeting as he was invited to be a part of a mess event at Camp Lejeune.

Alderman Gray – Mrs. Gray thanked everyone for coming out tonight. She said she is glad for spring time and better weather. Happy Easter.

Alderman Peters – Mr. Peters thanked Mr. Willson for his presentation and thanked everyone for being here. He said he hopes everyone has an understanding of what the Town is trying to do.

XIV. **CLOSED SESSION:** Per N.C.G.S. 143-318.11 Closed Sessions (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. AND (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged AND (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

Mayor Pro Tem Leonard made a motion to go into Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

There was discussion.

Mayor Pro Tem Leonard made a motion to come out of Closed Session. Alderman Macartney seconded the motion. The motion passed unanimously.

Mayor Tuman announced that no action was taken.

- XV. **ADJOURNMENT:** Mayor Pro Tem Leonard made a motion to adjourn. Alderman Gray seconded the motion. The meeting adjourned at 9:17 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 5/7/2015

North Topsail Beach Comprehensive Beach and Inlet Management Program: Project Update

Coastal Planning & Engineering of North Carolina
April 2, 2015

Ken Willson - (kenneth.willson@cpi.com)

04/02/2015

1

Comprehensive Beach and Inlet Management Plan: Outline:

- **Phase 5:**
 - Current Status
 - Rock Mitigation Plan

- **Contingency Plan Implementation:**
 - Alternative 1 – USACE Dredging Update
 - Alternative 2 – Navigation Maintenance of New River Channels
 - Alternative 3 – Channel Modification Analysis for 1st Maintenance Event scheduled 2016/2017
 - Alternative 4 – Model Analysis for a Terminal Groin

04/02/2015

2

Comprehensive Beach and Inlet Management Plan: Phase 5 – Current Status:

- Approximately 8,000 ft. Constructed
- Approximately 9,000 ft. to go to Surf City – Additional 3,200 ft. to North
- Current Permit April 30th.
- Have Applied for Permit Extension

04/02/2015 10:00:00 AM

3

Comprehensive Beach and Inlet Management Plan: Phase 5 – Rock Mitigation Plan:

- Immediately changed dredge locations and heights, informed agencies, and re-evaluated borrow area.
- Employed Rock Picker and Rock Boxes
- Submitted Rock Removal Plan to USACE
- Responded to letter from FWS

04/02/2015 10:00:00 AM

4

ATTACHMENT A
Board of Aldermen Meeting Minutes
April 2, 2015



ATTACHMENT A
Board of Aldermen Meeting Minutes
April 2, 2015



ATTACHMENT A
Board of Aldermen Meeting Minutes
April 2, 2015



Comprehensive Beach and Inlet Management Plan: Phase 5 – Rock Mitigation Plan: Fish and Wildlife Service Recommendations

- Avoid Areas of known higher concentration of rock / monitor rock box filling rate
- Re-Install Rock Screen on Dredge

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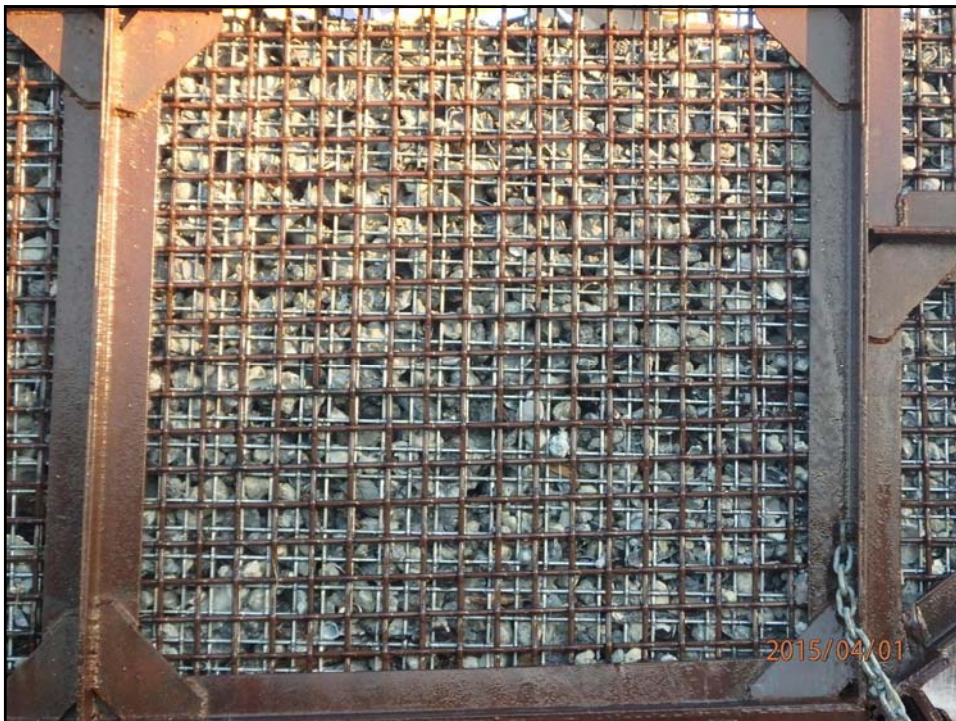


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Comprehensive Beach and Inlet Management Plan: Phase 5 – Rock Mitigation Plan: Fish and Wildlife Service Recommendations

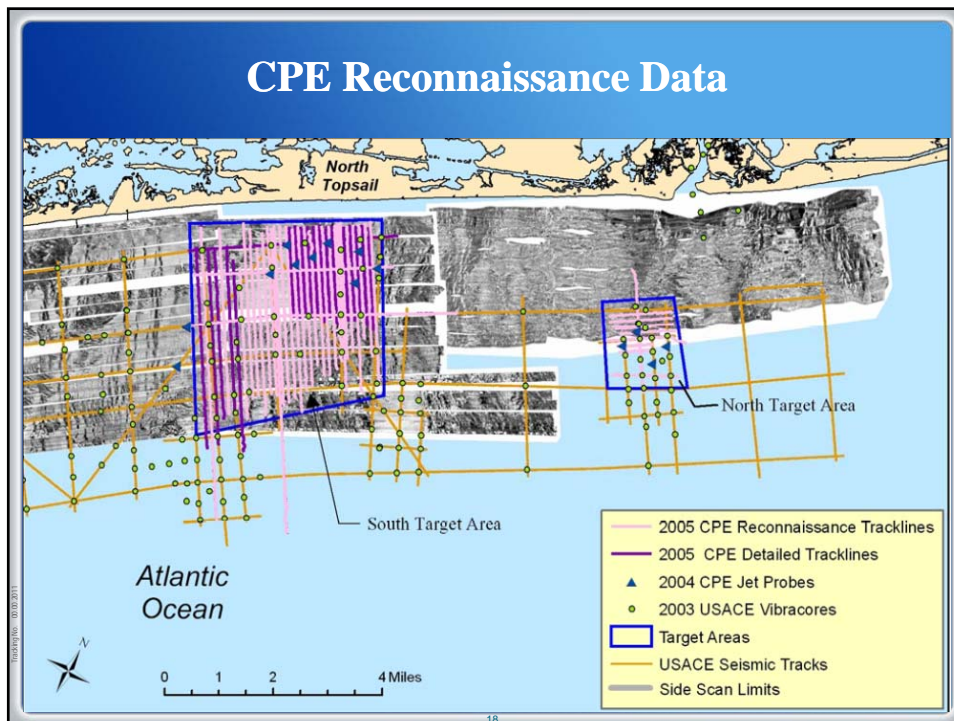
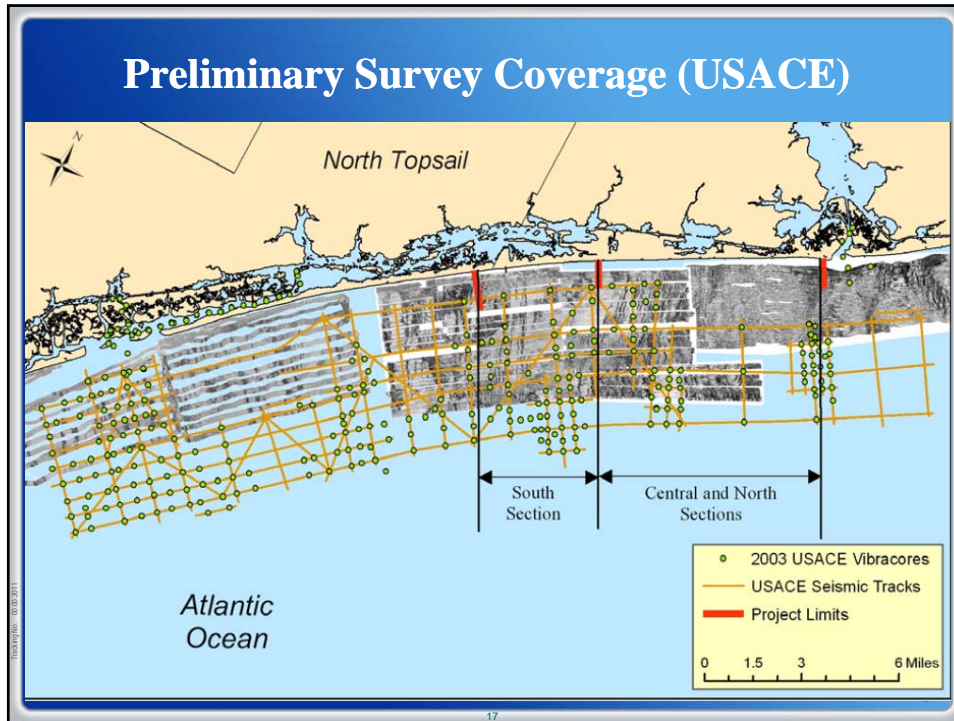
- Avoid Areas of known higher concentration of rock / monitor rock box filling rate
- Re-Install Rock Screen on Dredge
- Install Finer Mesh in Rock Boxes



Comprehensive Beach and Inlet Management Plan: Phase 5 – Rock Mitigation Plan: Fish and Wildlife Service Recommendations

- Avoid Areas of known higher concentration of rock / monitor rock box filling rate
- Re-Install Rock Screen on Dredge
- Install Finer Mesh in Rock Boxes
- Don't pump without boxes installed
- Avoid double handling and excess travel to load
- Hand Cleaning to remove extra rock
- Reduce Hauling Length
- Remove Rock from Upper 48 inches





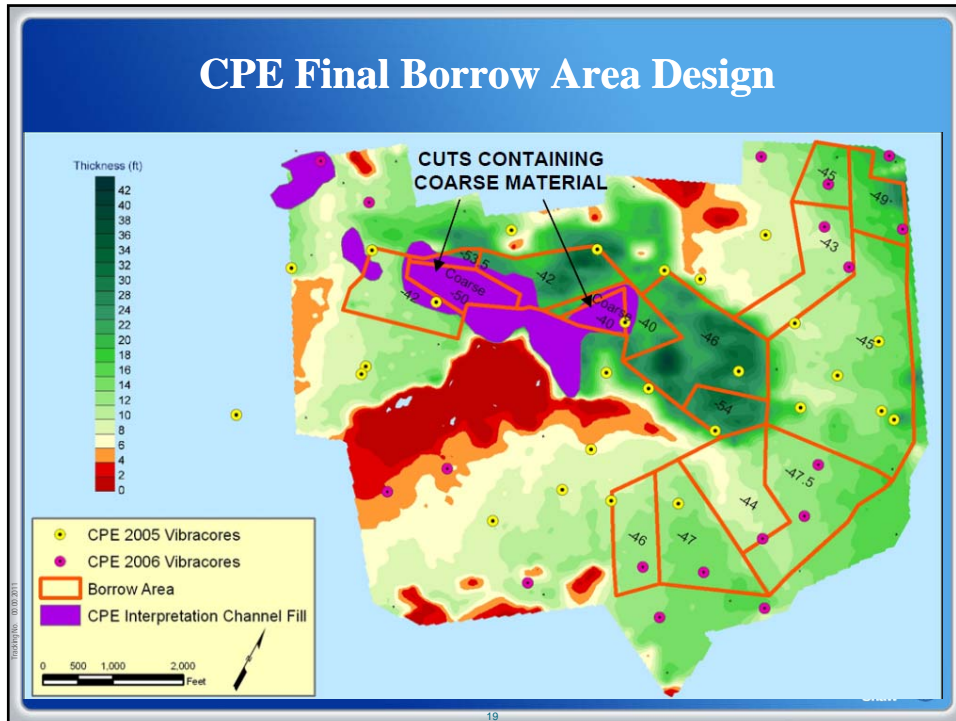




Table 3. *Results of compatibility analysis between the native beach and borrow area material*

	% Silt	% Carbonate	% Granular	% Gravel	Volume (cubic yards)	Acreage
Native Beach	1.5	26	1.07	0.43		
State Standard Allowance	5	15	5	5		
State Standard Cutoff	6.5	41	6.07	5.43		
Offshore BA (Fine)	6.4	16	1.13	1.43	6,194,454	458.9
Offshore BA (Coarse)	1.75	20	0.63	0	356,839	22.7
Channel Borrow Area*	1.53	22	5.38	3.64	544,400	45.0
Total Volume of Borrow Areas					7,095,693	

* These values represent the sand fraction above the cut depth specified for each cut as seen in Figure 21, and not all material to be dredged from New River Inlet.

Shaw  

Comprehensive Beach and Inlet Management Plan: Contingency Plan Implementation:

Recommendations:

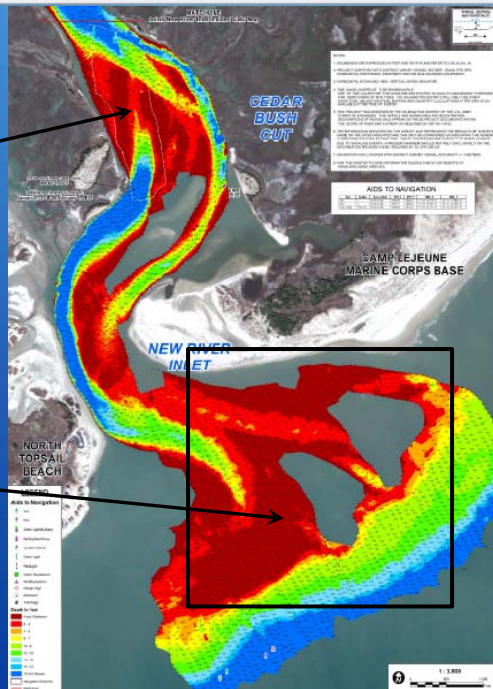
1. Initiate immediate coordination with the USACE Wilmington District regarding Maintenance Dredging of New River Inlet (Alternative 1);

03/03/2011

23

Newly Dredged
Cut Through

Has Not Been
Dredged

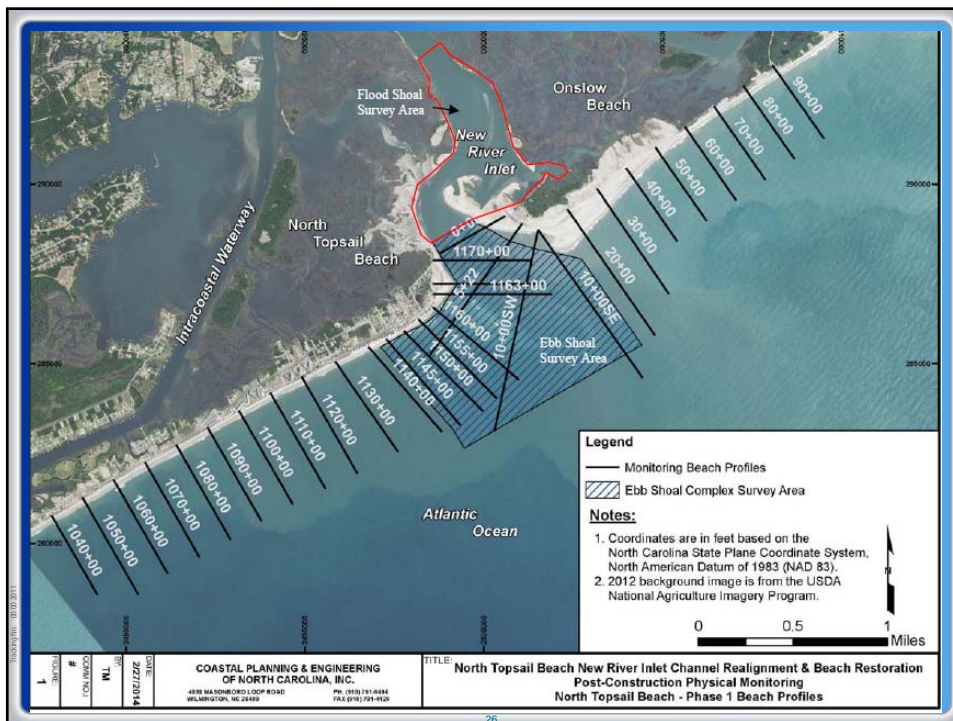


03/03/2011

24

Recommendations:

1. Initiate immediate coordination with the USACE Wilmington District regarding Maintenance Dredging of New River Inlet (Alternative 1);
2. Conduct Monitoring Surveys of N. Topsail Beach/Onslow Beach/and Inlet to assess the reconfiguration of the ebb shoal (April, 2015);

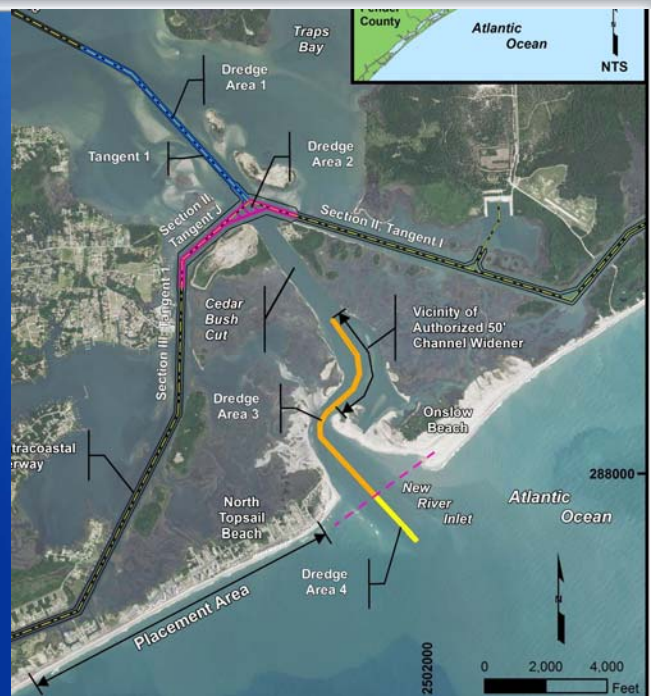


Recommendations:

1. Initiate immediate coordination with the USACE Wilmington District regarding Maintenance Dredging of New River Inlet (Alternative 1);
2. Conduct Monitoring Surveys of N. Topsail Beach/Onslow Beach/and Inlet to assess the reconfiguration of the ebb shoal (April, 2015);
3. Continued planning and coordination with the County and the State to conduct maintenance dredging of the AIWW crossing, Channel to Jacksonville, and Cedar Bush Cut in Nov. 2015 (Alternative 2);

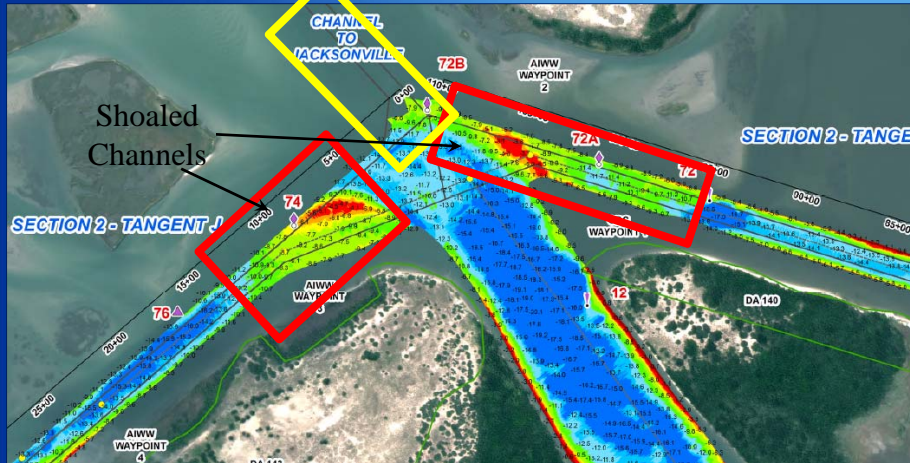
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2. Utilization of Navigation Maintenance Material:



28

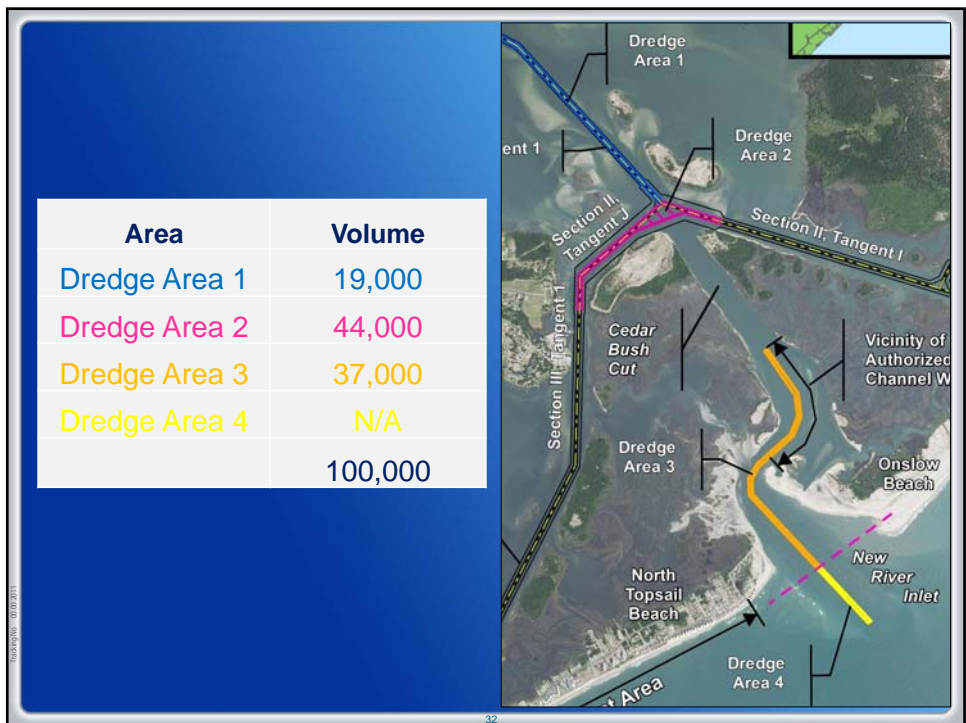
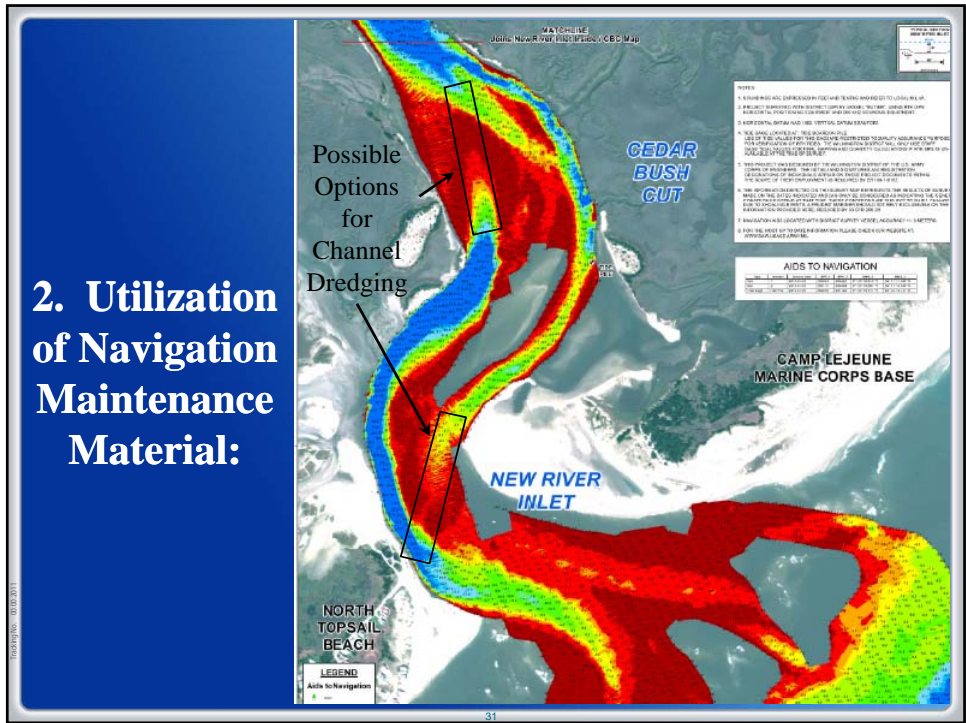
2. Utilization of Navigation Maintenance Material:



2. Utilization of Navigation Maintenance

Courtesy Cottrell Contracting Corporation:
Dredge Richmond





2. Utilization of Navigation Maintenance Material:



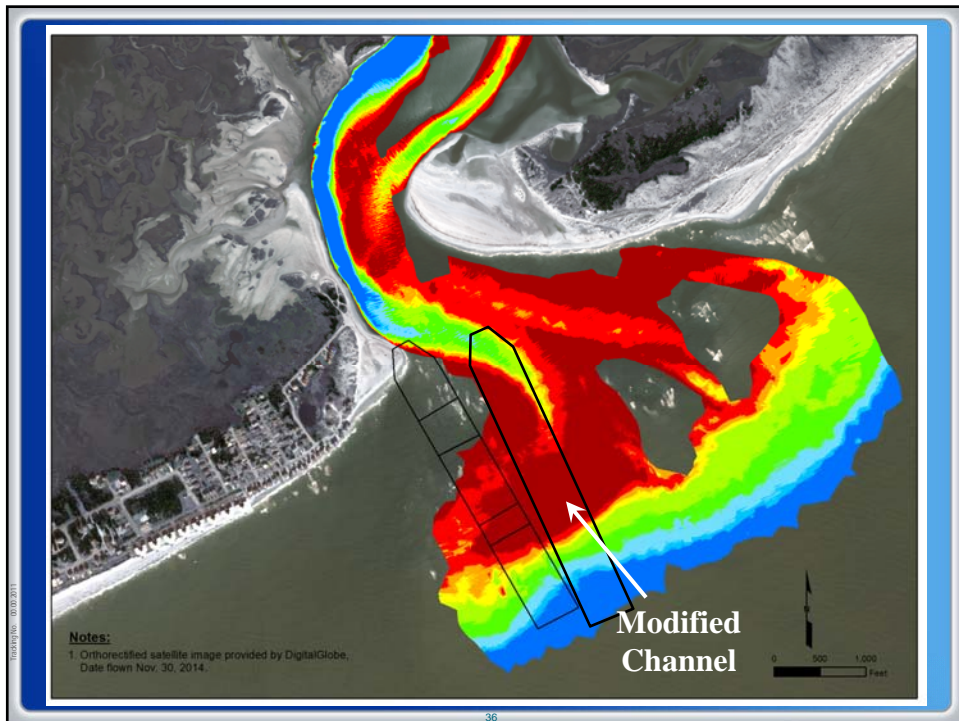
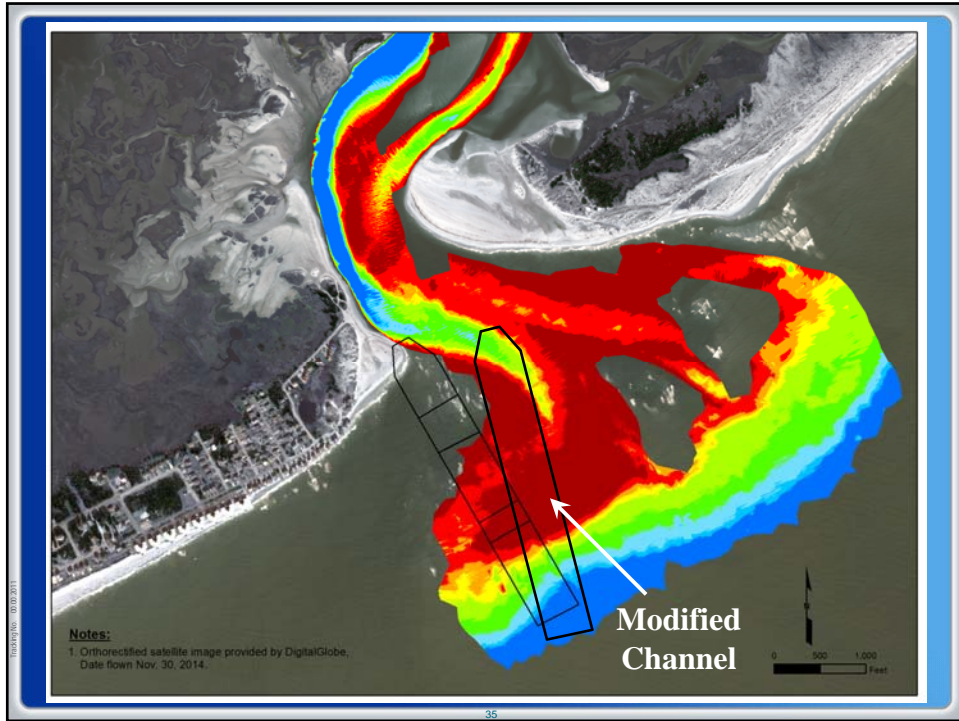
33

Recommendations:

1. Initiate immediate coordination with the USACE Wilmington District regarding Maintenance Dredging of New River Inlet (Alternative 1);
2. Conduct Monitoring Surveys of N. Topsail Beach/Onslow Beach/and Inlet to assess the reconfiguration of the ebb shoal (April, 2015);
3. Continued planning and coordination with the County and the State to conduct maintenance dredging of the AIWW crossing, Channel to Jacksonville, and Cedar Bush Cut in Nov. 2015 (Alternative 2);
4. Initiate model setup, calibration, and verification for assessing alternative channel design configurations (Alternative 3) and terminal groin design (Alternative 4);

imagio, Inc. 03/02/2011

34



Terminal Groin (Preliminary Concept):



37

Recommendations:

1. Initiate immediate coordination with the USACE Wilmington District regarding Maintenance Dredging of New River Inlet (Alternative 1);
2. Conduct Monitoring Surveys of N. Topsail Beach/Onslow Beach/and Inlet to assess the reconfiguration of the ebb shoal (April, 2015);
3. Continued planning and coordination with the County and the State to conduct maintenance dredging of the AIWW crossing, Channel to Jacksonville, and Cedar Bush Cut in Nov. 2015 (Alternative 2);
4. Initiate model setup, calibration, and verification for assessing alternative channel design configurations (Alternative 3) and terminal groin design (Alternative 4);
5. Plan for 2nd Channel realignment project in 2016/2017 to place sand south of Phase 1 (Alternative 3); and
6. Initiate Year-1 Terminal Groin Design work while you continue to assess the channel realignment project performance (Alternative 4).

38

**North Topsail Beach
Comprehensive Beach and Inlet Management
Program: Contingency Report Update**

Questions:

Ken Willson - (kenneth.wilson@cbi.com)

Tom Jarrett, P.E. - (james.jarrett@cbi.com)

04/02/2015 10:00:00 AM

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Special Meeting Minutes Monday, April 13, 2015 7:30 P.M.*

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Don Harte, Suzanne Gray, and Richard Peters and Richard Macartney, Town Attorney Brian Edes, and Assistant Town Manager/Town Clerk Carin Faulkner.

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 7:30 p.m.
- II. **APPROVAL OF AGENDA:**
 - Alderman Macartney made a motion to approve the agenda as presented. Mayor Pro Tem Leonard seconded the motion.
 - The motion passed unanimously.
- III. **PHASE 5 SHORELINE RESTORATION PROJECT STATUS:**
 - Mr. Turille gave a presentation (Attachment A).
 - Mr. Turille took questions from the Board.
 - There was discussion
 - Mr. Willson of Coastal Planning & Engineering provided additional information and took questions from the Board.
 - There was further discussion.
 - Alderman Macartney suggested that the Board table this item and that the Board continue this discussion sometime next week.
 - The Board requested that CP&E provide more information about costs and alternatives which will allow the most protection of property for the money.
 - There was consensus to meet again on Tuesday, April 21st at 10:00 a.m.
- IV. **CLOSED SESSION – Per NCGS 143-318.11 Closed Sessions (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.**

*There is an attachment to these minutes.

- Alderman Gray made a motion to go into Closed Session. Mayor Pro Tem Leonard seconded the motion. The motion passed unanimously.
- There was discussion.
- Alderman Macartney made a motion to go back into Open Session. Alderman Gray seconded the motion. The motion passed unanimously.
- Mayor Tuman announced that no action was taken in Closed Session.

V. **ADJOURNMENT:** The meeting adjourned at 9:25 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 5/7/2015

Special Meeting: Phase 5 Project Planning April 13, 2015



Project Background

- Total project length is 3.8 miles; 1.7 miles are completed.
- We should reach 1.9 miles by the time NDC must begin demobilization, about April 20, in order to comply with the current permit expiration date of April 30.
- At that time the project will be at 50% completion.
- Of the total project days (118), **only 48** were operational; **70 days** were down (**45 due to weather; 25 = equipment malfunction**). The rocks, while slowing progress, were not the major cause of the delay.
- USFWS/ACOE is now ok with our rock remediation work.
- We requested a Permit Extension into June, 2015. The Mayor, CP&E and I met with ACOE to facilitate this.
- The permit extension hinges on our request for an **expedited** approval of our **biological assessment** from USFWS. We are in discussion with them to move quickly to approval.

Ways to Complete the Project

1. **Plan A:** Receive permit extension approval in the next 10-15 days. If approved we are in position to complete the entire project length.
2. **Plan B:** Send letter by April 30 requesting that Norfolk Dredging return in Fall 2015, as allowed by contract, to complete the project.

Analysis

- USFWS may not be able to complete review of our Biological Assessment in time to allow for an extension.
 - Should the permit not be extended, we should consider a request to NDC to return in Fall 2015.
- Key question is the cost involved:**
- Total project budget for construction: \$16.8 million.
 - CP&E estimates that we will spend about \$11.7 million by April 30, which includes approximately 682,000 CY of sand, and all rock remediation.
 - Dredger re-mobilization will cost \$750,000. This leaves about \$4.4 million to construct the beach next Fall.
 - CP&E estimates that these dollars, at the \$10.85/CY unit cost, would allow for 365,700CY beach fill (6,900 LF) which is to Surf City.

Recommendation

- Given this information I recommend that you authorize Town Manager/Town Attorney to draft a letter to NDC requesting return in Fall 2015.
- The letter should include a statement that the request is contingent upon not receiving permit extension to June, and that all appropriate permits can be obtained.
- If you agree, we need a “Motion to authorize Town Manager to request the return of Norfolk Dredging Company in Fall 2015 to continue the Phase 5 project.”

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Special Meeting Minutes Tuesday, April 21, 2015 10:00 A.M.*

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Don Harte, Suzanne Gray, and Richard Peters and Richard Macartney, Town Attorney Brian Edes (on speaker phone for a portion), and Assistant Town Manager/Town Clerk Carin Faulkner.

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 10:00 a.m.
- II. **APPROVAL OF AGENDA:**
 - Alderman Macartney made a motion to add Item IV. Town Manager Performance Evaluation Recommendation and approve the agenda as amended. Mayor Pro Tem Leonard seconded the motion.
 - The motion passed unanimously.
- III. **PHASE 5 SHORELINE RESTORATION PROJECT STATUS:**
 - Mr. Turille presented the following introduction:

Today's Meeting is to discuss the status of the Phase 5 project and to consider project options under **two scenarios**:

 1. If we do, in fact, **receive an extension on our current permit** expiration date of April 30 to June 30, which design option should we pursue?
 2. If **we do not get an extension and the project must conclude April 30**: do we continue the project next Fall, if so, using which design option?

CP&E is here to present information relevant to these options, and offer recommendations. Then we need to vote which option we choose to pursue under both scenarios.

 - Mr. Willson gave a presentation (Attachment A).
 - Mr. Willson took questions from the Board.
 - There was discussion.

*There is an attachment to these minutes.

- Alderman Macartney made a motion for the Town to endorse CP&E's report and Norfolk Dredging for their good work so far and that we encourage them and authorize them to continue on present course and continue progress on the project until someone externally says the Town cannot continue and for the Town to pursue Alternative 3B (maintain design fill at 62 cy/ft. and extend south to the south end of Seashore Drive). Alderman Gray seconded the motion.
- There was discussion.
- The motion passed unanimously.
- Alderman Peters made a motion to pursue Alternative 4B (complete project south to Surf City at 62 cy/ft.) if the Town does not get the extension. The motion failed for lack of a second.
- There was discussion.
- Attorney Edes indicated that any agreement to come back would need to be in writing.
- There was further discussion about what the Town would do if it does not get an extension.
- There was consensus to decide on Alternative 4 (what the Town will do if there is not an extension) at a later date if needed (possibly the 4/29 budget workshop).
- Attorney Edes confirmed that the Town needs to let Norfolk Dredging Company know if the Town wants them to come back in the fall by April 29th.

IV. TOWN MANAGER PERFORMANCE EVALUATION RECOMMENDATION:

- Alderman Macartney introduced this item.
- Alderman Macartney made a motion to authorize the Mayor Pro Tem to review the Board's evaluation with the Town Manager and because of the good evaluation, that the Board authorize an increase in the Town Manager's salary by \$2,500 which makes it \$85,000 per year. Alderman Gray seconded the motion.
- There was discussion.
- The motion passed unanimously.

V. ADJOURNMENT: Mayor Pro Tem Leonard made a motion to adjourn. Alderman Gray seconded the motion. The meeting adjourned at 11:28 a.m.

Town of North Topsail Beach
Board of Aldermen Special Meeting Minutes
April 21, 2015

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 5/7/2015



North Topsail Beach

Phase 5 Beach Restoration Update

April 21, 2015

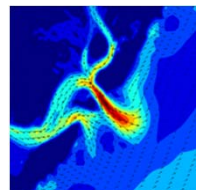
Ken Willson

Tom Jarrett, P.E.





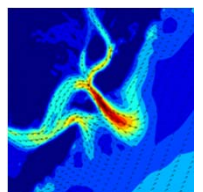
- Update on Dredge Window Extension Request
- Project Status
- Production Rates
- Construction Beach Fill Alternatives





Dredge Window Extension Request

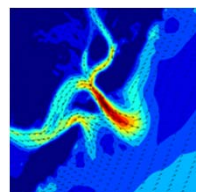
- Requesting an extension in the dredge window from May 1 to June 30
 - Agency Coordination
 - USACE
 - USFWS
 - NMFS
 - NC DCM
 - Bridging the Gap (April 23rd through April 30th)





Project Status

- Project constructed from Approx. 3574 Island Dr. (near Calinda Cay Ct.) to Chestnut St.
 - Sta. 755+00 to Sta. 659+00
 - Approx. 603,000 cubic yards
- Volume left to construct original design to Surf City Limit (Sta. 581+80) = Approx. 434,000 cy
- Volume left to construct original design to northern project limit (Myrtle Drive Access) = Approx. 170,500 cy
- Volume left to construct original design = Approx. 604,500 cy
- Rock Remediation
 - Tigerhole Landscaping:
 - Finished 18th St. to 10th St. (2,000 ft.);
 - Working on northern most 1000 ft. of the project
 - NDC spot picking the slope
 - Rock removal from the beach



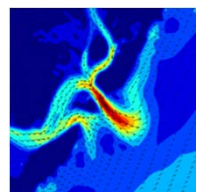


Production Rates

- Downtime
 - 48.5 days due to weather (Approx. 42%)
 - 27.1 days due to mechanical issues (Approx. 24%)

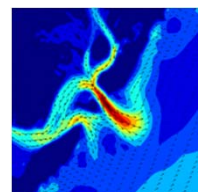
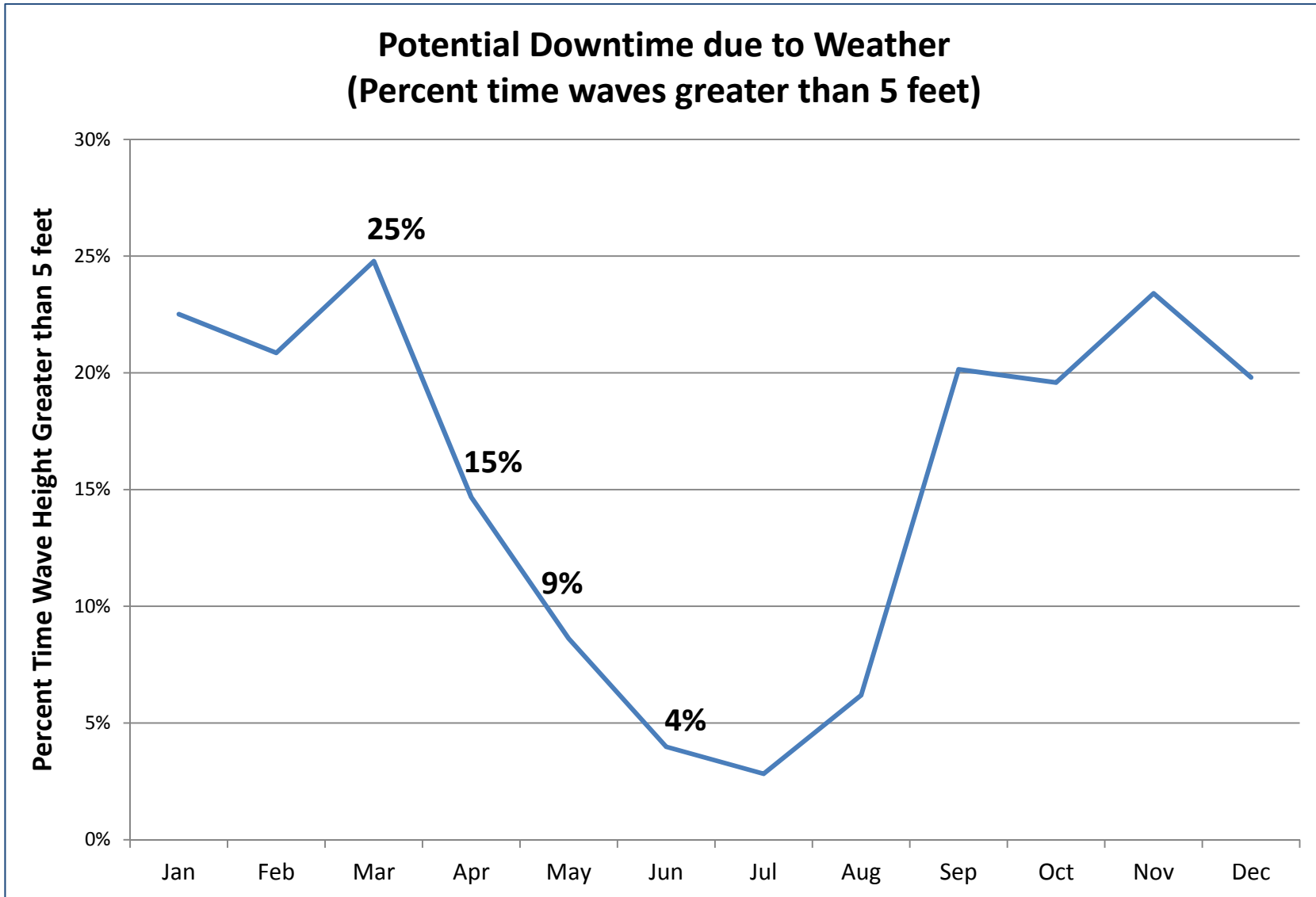
- Production rate from December 18 to March 3 = 4,600 cy/day

- Production rate from March 3 to April 19 = 5,700 cy/day





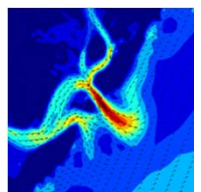
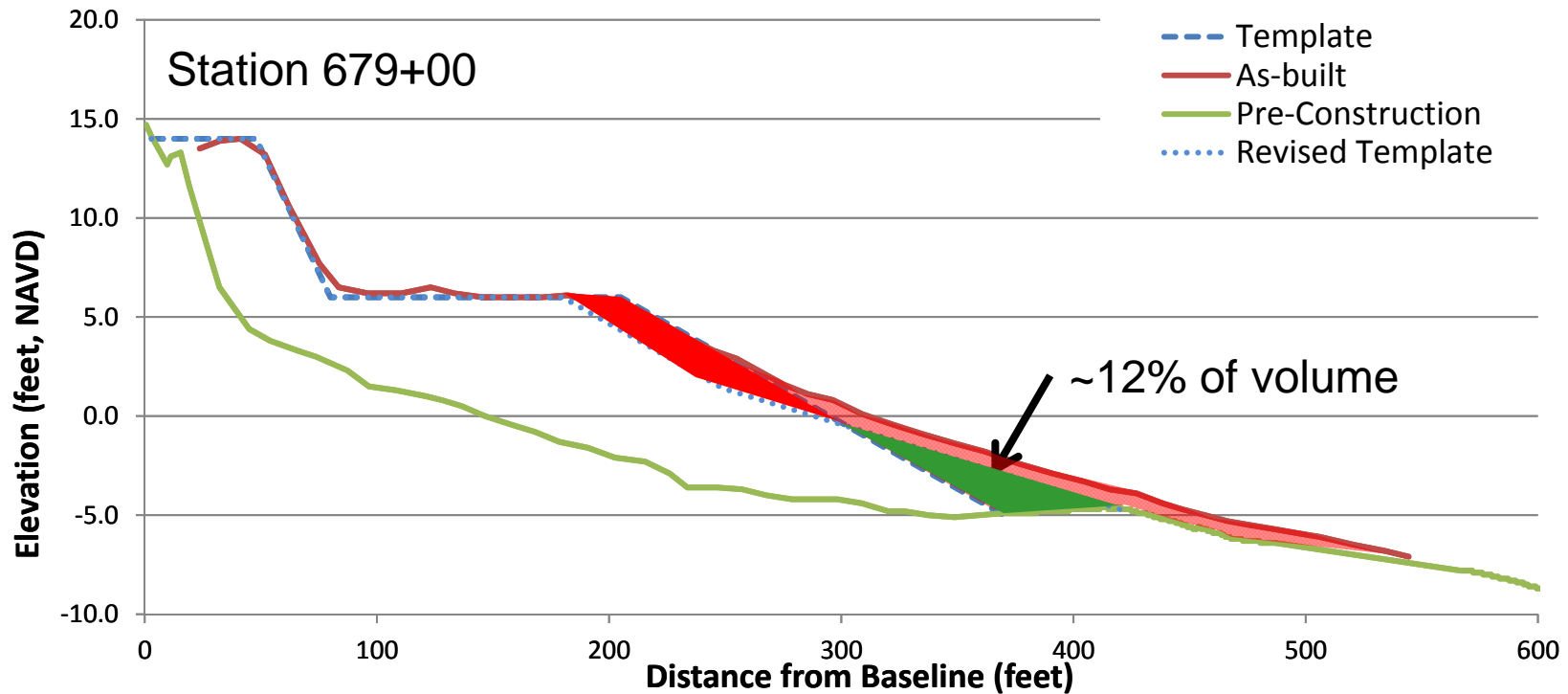
Production Rates





Production Rates

- Proposing Change to Template
 - Same pay volume
 - 12% less “non-pay”
 - Town currently getting “free” sand but limiting progress down the beach

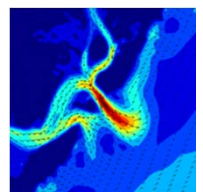




Production Rates

- Assuming a 15% increase in production due to:
 - Improved weather conditions (improve by 15-20%)
 - Reduction in “non-pay” loss (reduce by 5-10%)

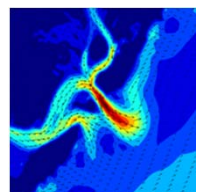
- 6,555 cy/day





Construction Alternatives

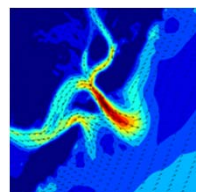
- Alternative 1 – Original design with permit time extension
 - Cost to complete project = \$18,989,000
 - Still need to return in November
 - Cost includes:
 - Initial mobilization = \$3.05M
 - 1.23M cy of fill(original design) = \$13.4M
 - Remobilization = \$750,000
 - Rock removal = \$1.7 M





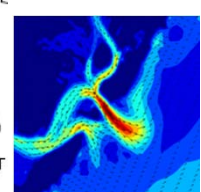
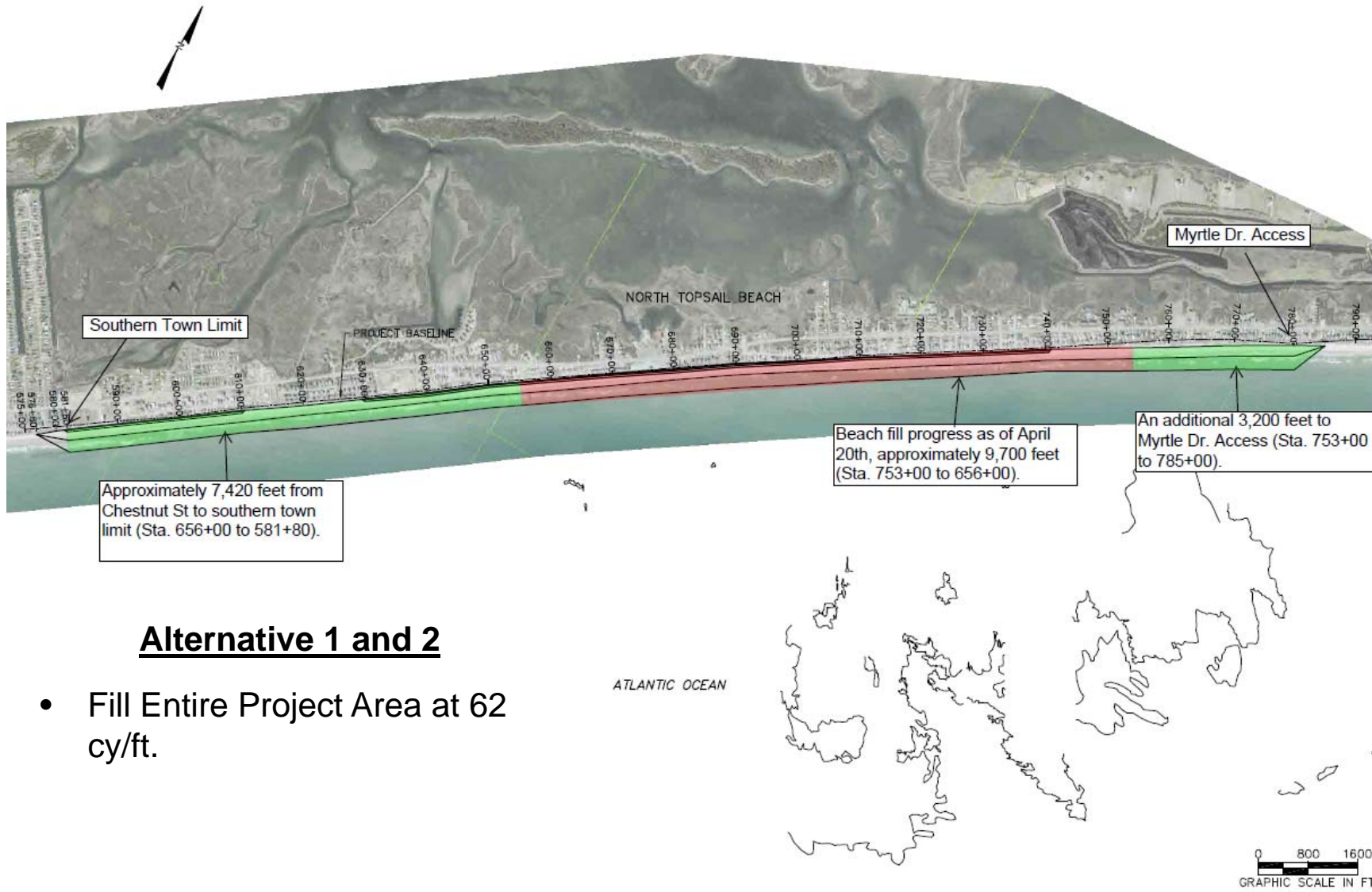
Construction Alternatives

- Alternative 2 – Original design without permit time extension
 - Cost to complete project = \$19,073,000
 - Have to return in November
 - Cost includes:
 - Initial mobilization = \$3.05M
 - 1.23M cy of fill(original design) = \$13.4M
 - Remobilization = \$750,000
 - Rock removal = \$1.8 M





Plan View Alternatives 1 and 2

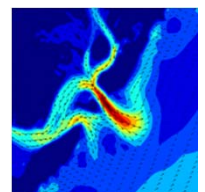


- Alternative 1 and 2**
- Fill Entire Project Area at 62 cy/ft.



Manager's Note:

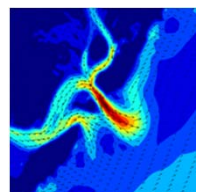
- Options 1 or 2 is estimated to require an additional \$2.2 Million
- If Town cash is used, there would not be sufficient funds for the 2016 Ocean Bar Maintenance Project.
- Or, Town could request an increase in the USDA loan: the USDA State office is ok with request, but cannot confirm the National office approval at this time. Additionally, this would require a return to the LGC for approval. There are full commission meetings in June, August and October.





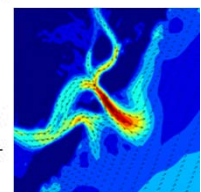
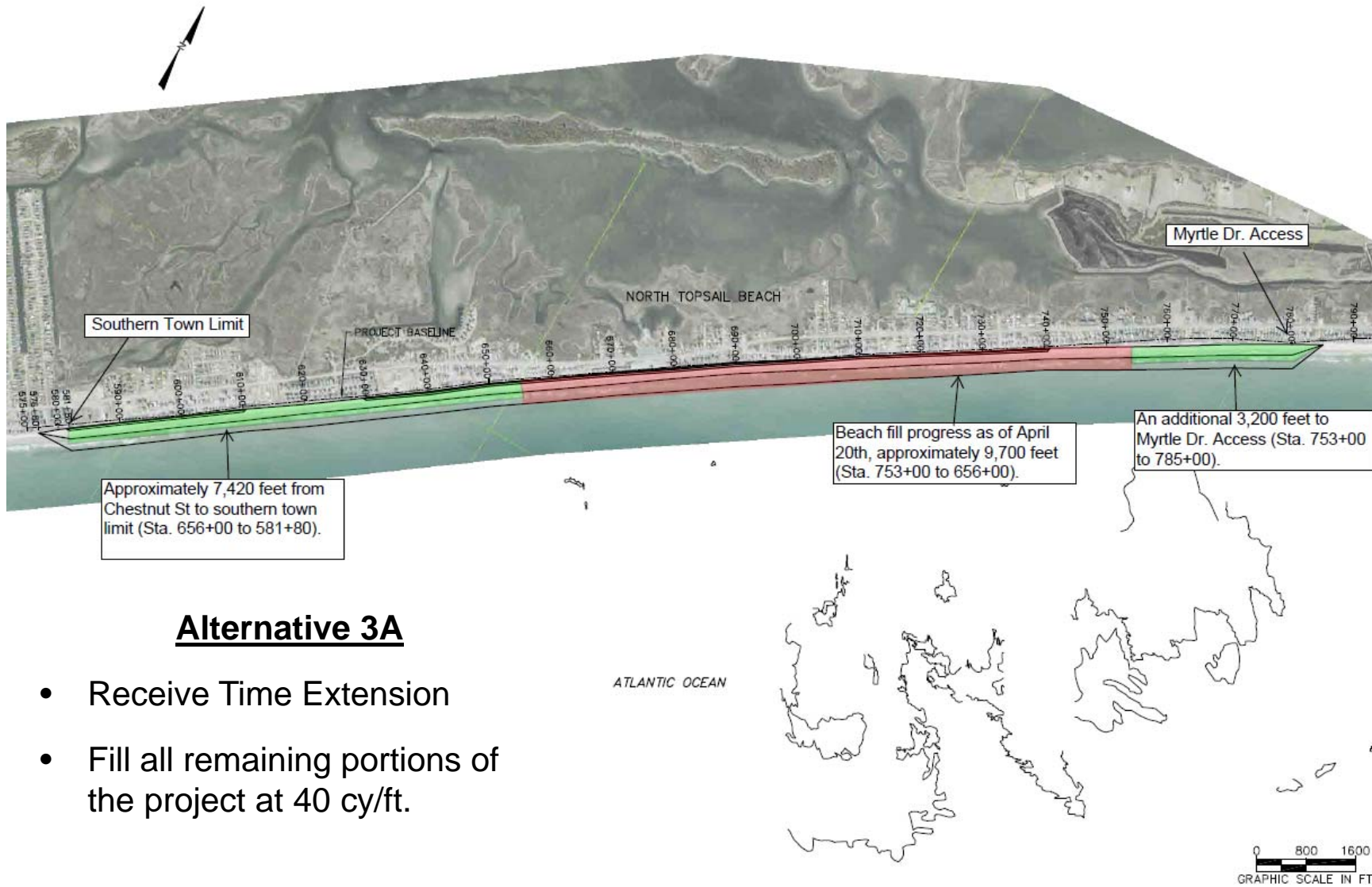
Construction Alternatives

- Alternative 3 – Obtain Extension/Do Not Re-mobilize
 - Estimated Volume Placed = 1,016,000 cy
 - Approximate cost = \$15.54M
 - Cost includes:
 - Initial mobilization = \$3.05M
 - 1.016M cy of fill = \$11.0M
 - Rock removal = \$1.37M
- 3A - Reduce fill density to 40 cy/ft., and fill entire project length
- 3B – Maintain design Fill at 62 cy/ft., and extend south to the south end of Seashore Dr. (Sta 592+25)
- 3C – Maintain design Fill at 62 cy/ft., complete north end and extend south to the middle of S. Permuda Wynd (Sta. 620+00)





Plan View Alternative 3A



Alternative 3A

- Receive Time Extension
- Fill all remaining portions of the project at 40 cy/ft.



Plan View Alternative 3B



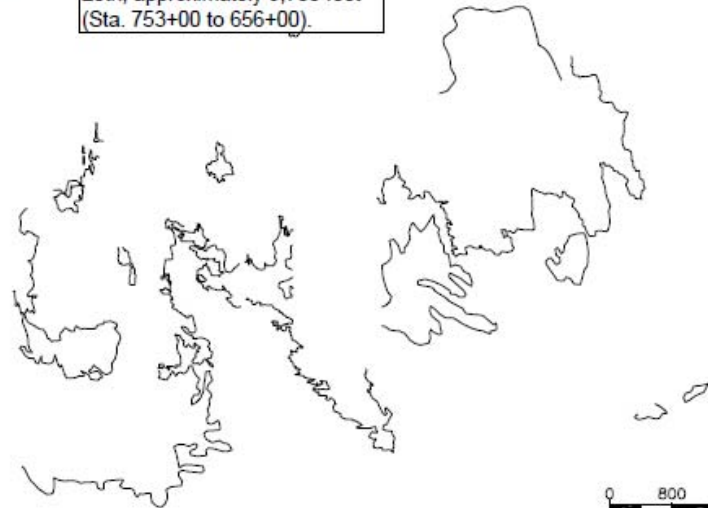
Approximately 6,660 feet from Chestnut St to southern end of Sea Shore Drive (Sta. 656+00 to 592+25).

Beach fill progress as of April 20th, approximately 9,700 feet (Sta. 753+00 to 656+00).

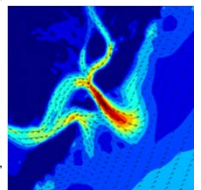
Alternative 3B

- Receive Time Extension
- Fill south to southern end of Sea Shore Drive at 62 cy/ft.

ATLANTIC OCEAN

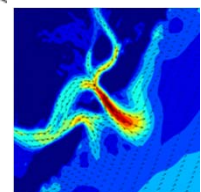
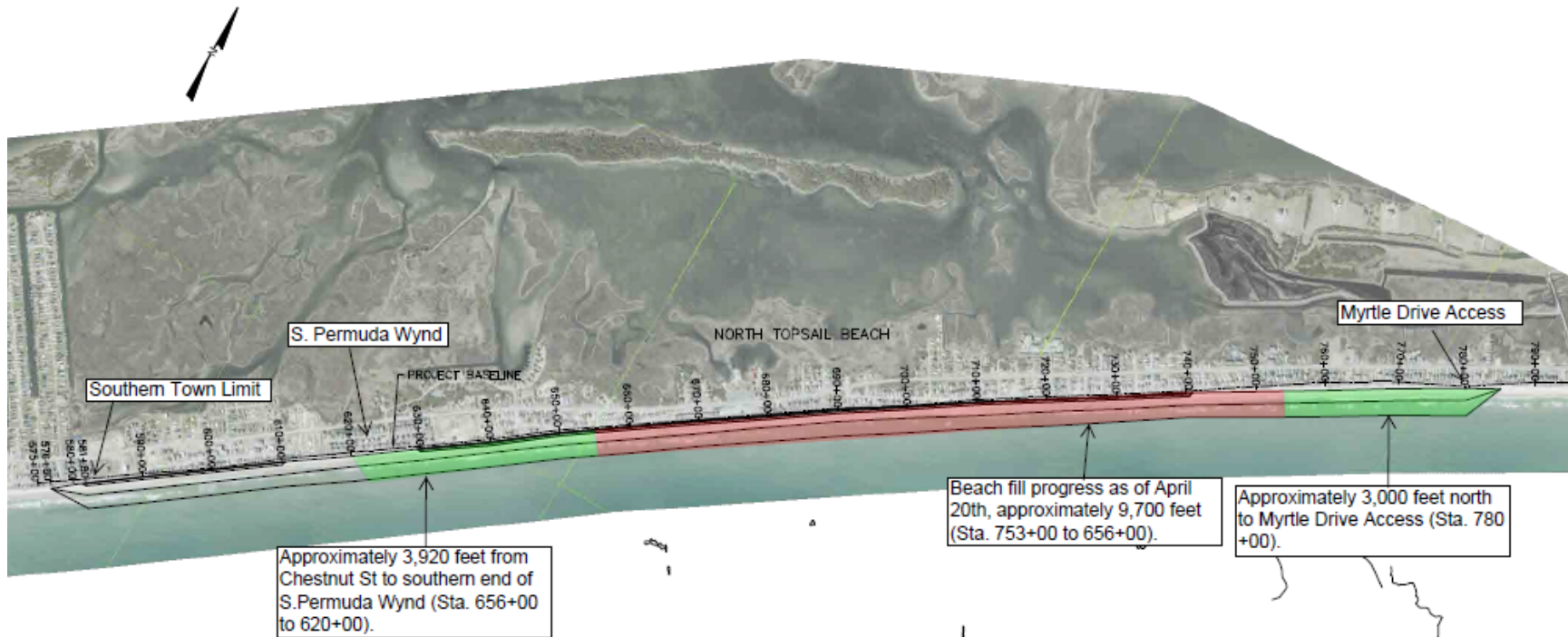


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Plan View Alternative 3C



Alternative 3C

- Receive Time Extension
- Fill north to Myrtle Drive Access at 62 cy/ft; and
- Fill south to southern end of S. Permuda Wynd at 62 cy/ft.

ATLANTIC OCEAN

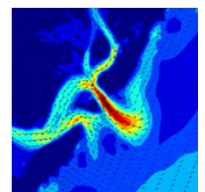


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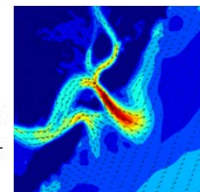
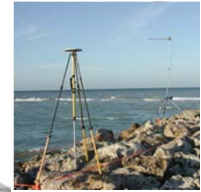
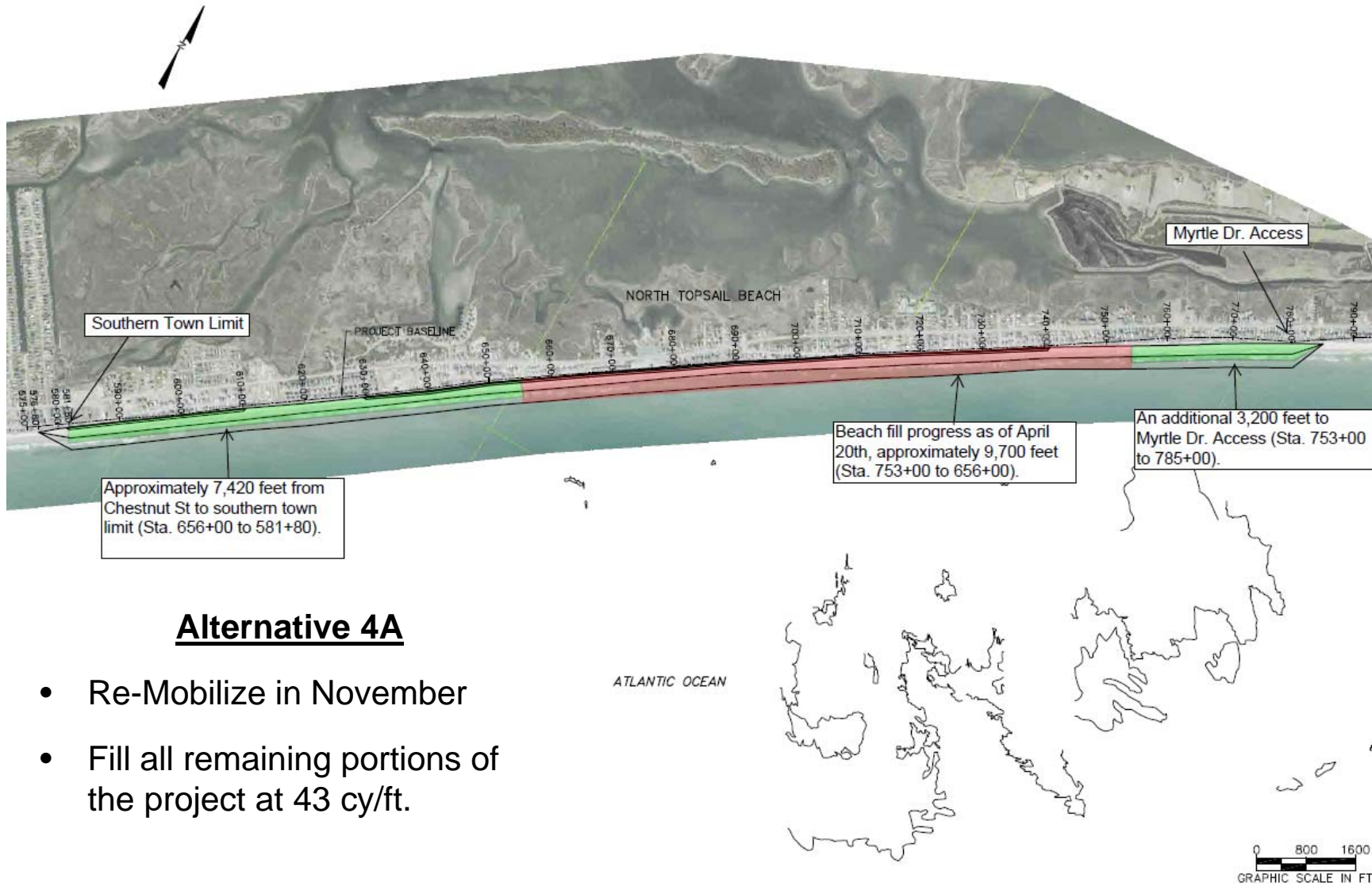
Construction Alternatives

- Alternative 4 – Do Not Obtain Extension/Re-mobilize in Fall
 - Approximate cost = \$16.76M
 - Cost includes:
 - Initial mobilization = \$3.05M
 - Remobilization = \$750K
 - 1.047M cy of fill = \$11.36M
 - Rock removal = \$1.5M
 - Possible total volume placed = 1,047,000 cy
- 4A - Reduce fill density to 43 cy/ft. but fill original length
- 4B – Complete project south to Surf City (Sta. 581+80) (at 62 cy/ft.);
- 4C – Complete north end and extend south to northern end of Seashore Dr. (Sta. 612+00) (at 62 cy/ft.)





Plan View Alternative 4A

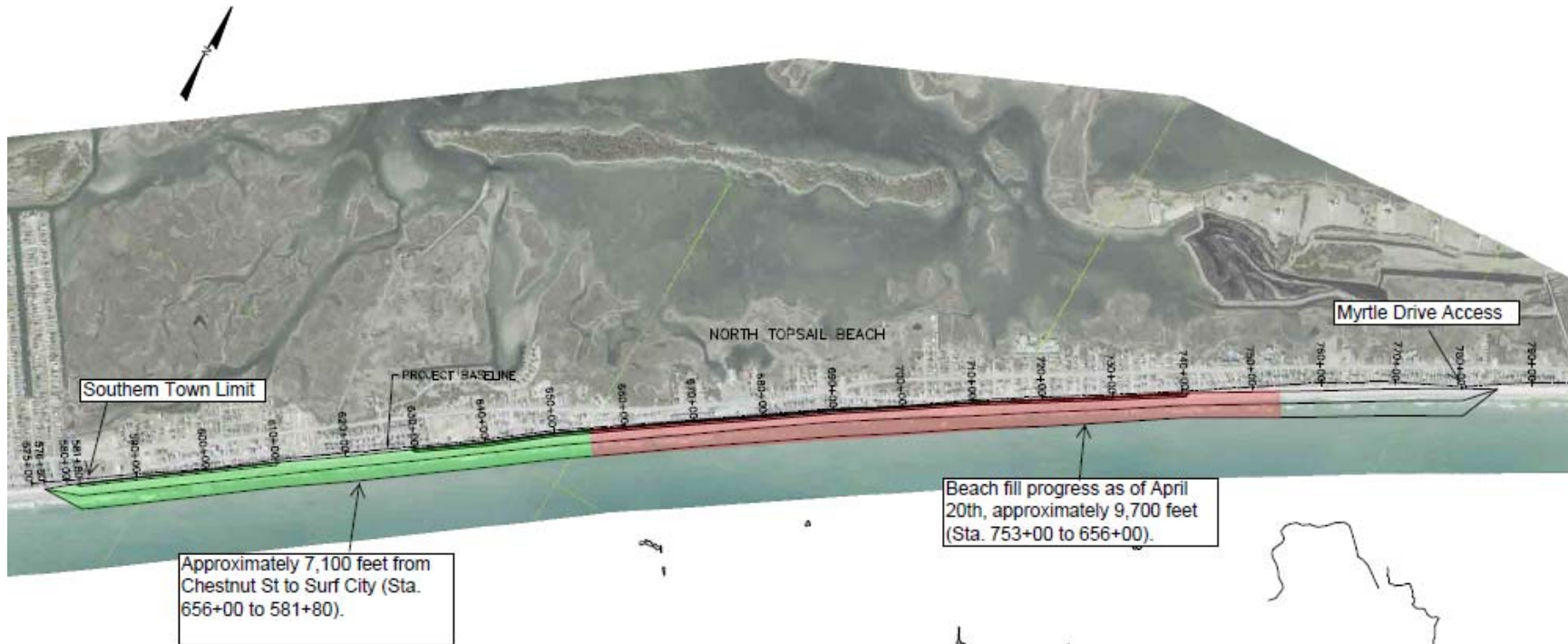


Alternative 4A

- Re-Mobilize in November
- Fill all remaining portions of the project at 43 cy/ft.



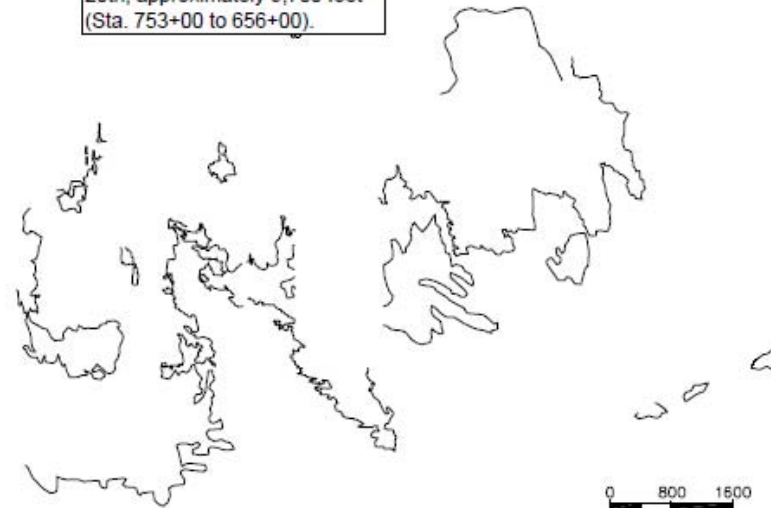
Plan View Alternative 4B



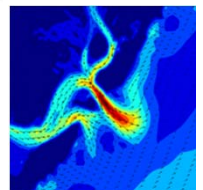
Alternative 4B

- Re-Mobilize in November
- Complete Project to Surf City at 62 cy/ft.

ATLANTIC OCEAN

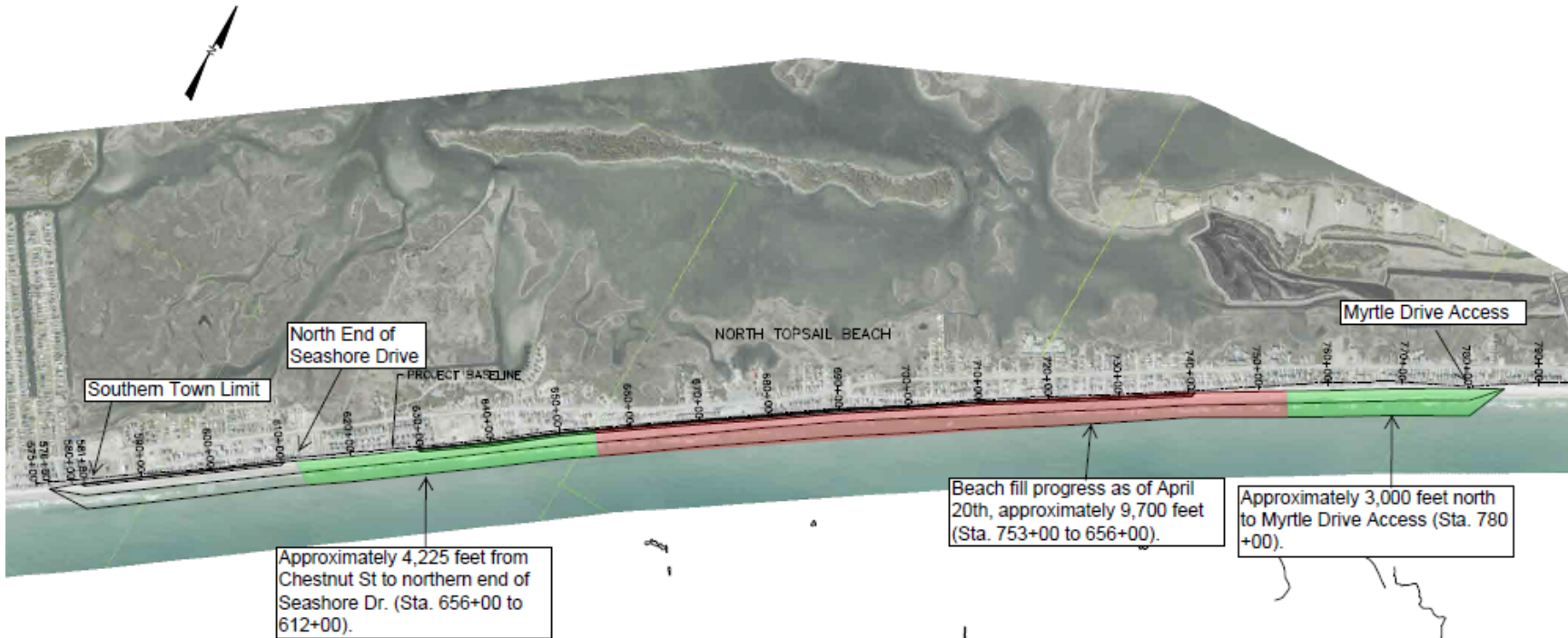


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Plan View Alternative 4C



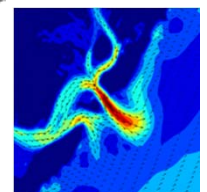
Alternative 4C

- Re-Mobilize in November
- Fill north to Myrtle Drive Access at 62 cy/ft.; and
- Fill south to northern end of Seashore Dr. at 62 cy/ft.

ATLANTIC OCEAN



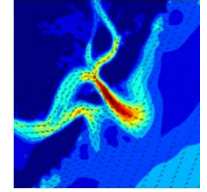
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Construction Alternatives

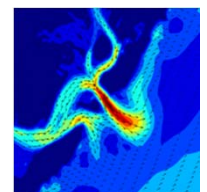
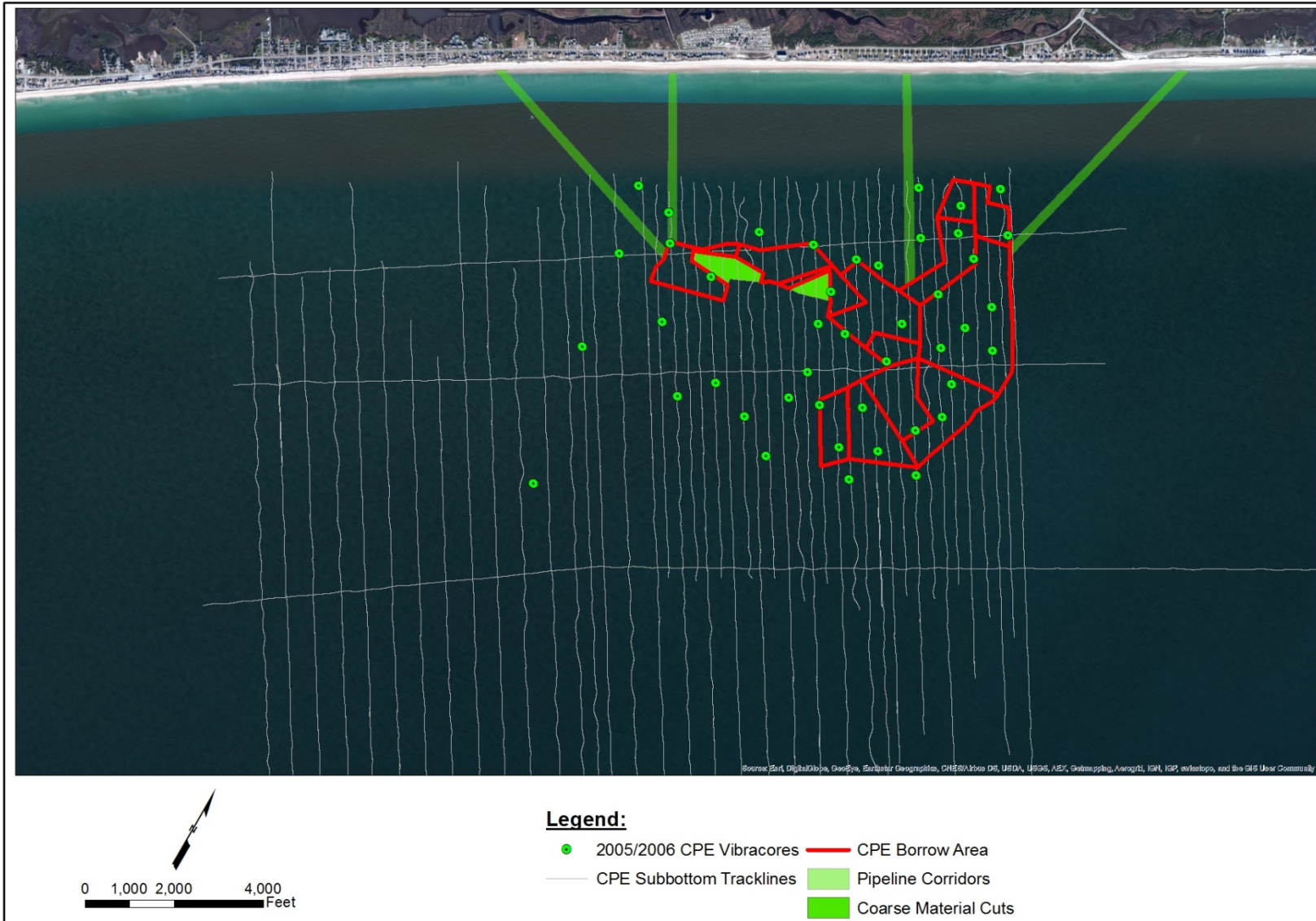
- Alternative 5 – Consider Alternate (USACE) Borrow Area





Construction Alternatives

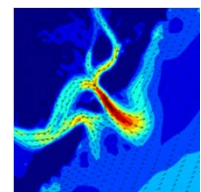
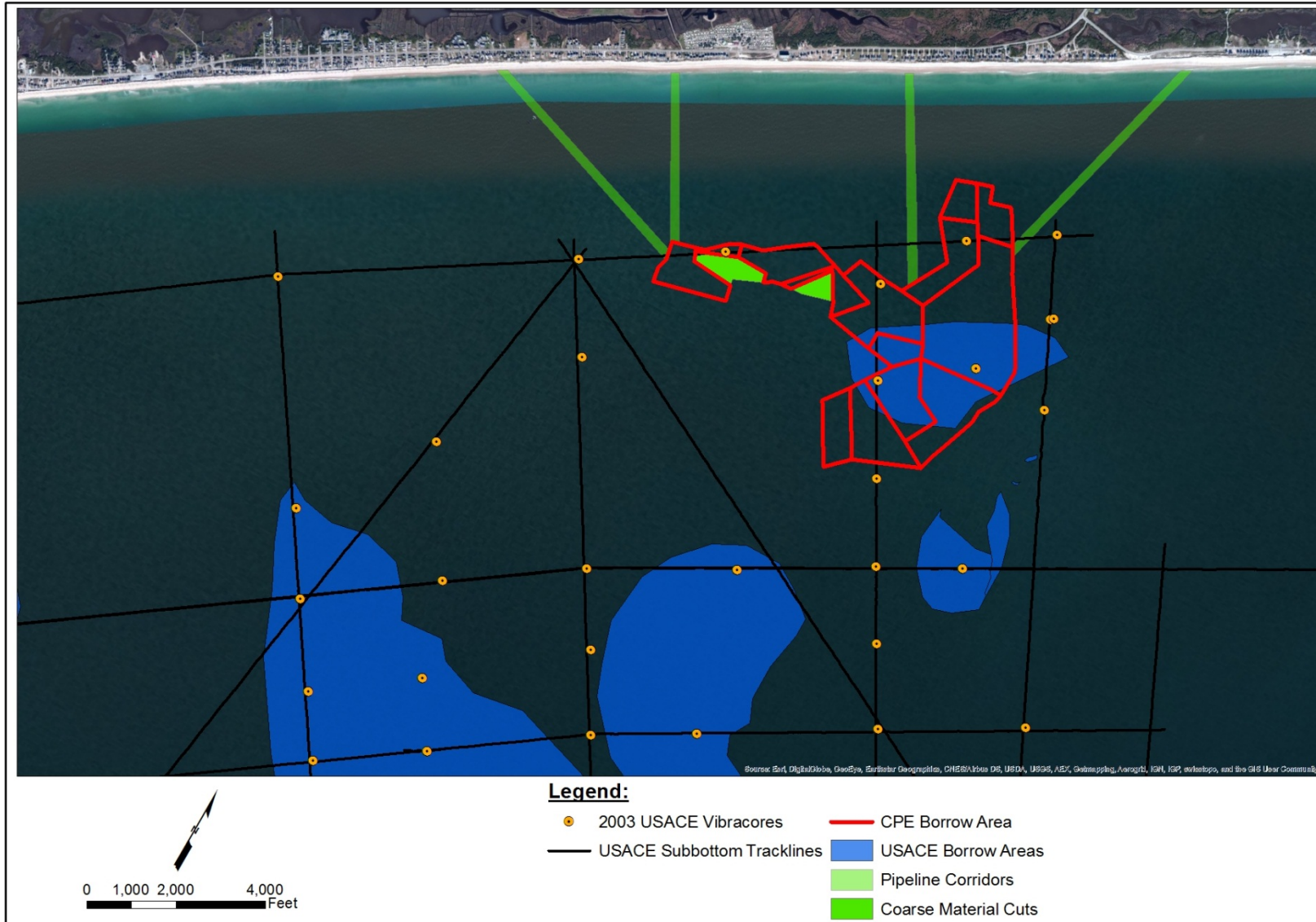
- Alternative 5 – Consider Alternate (USACE) Borrow Area





Construction Alternatives

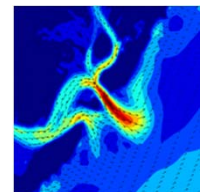
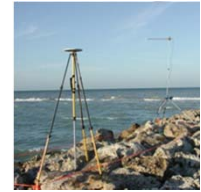
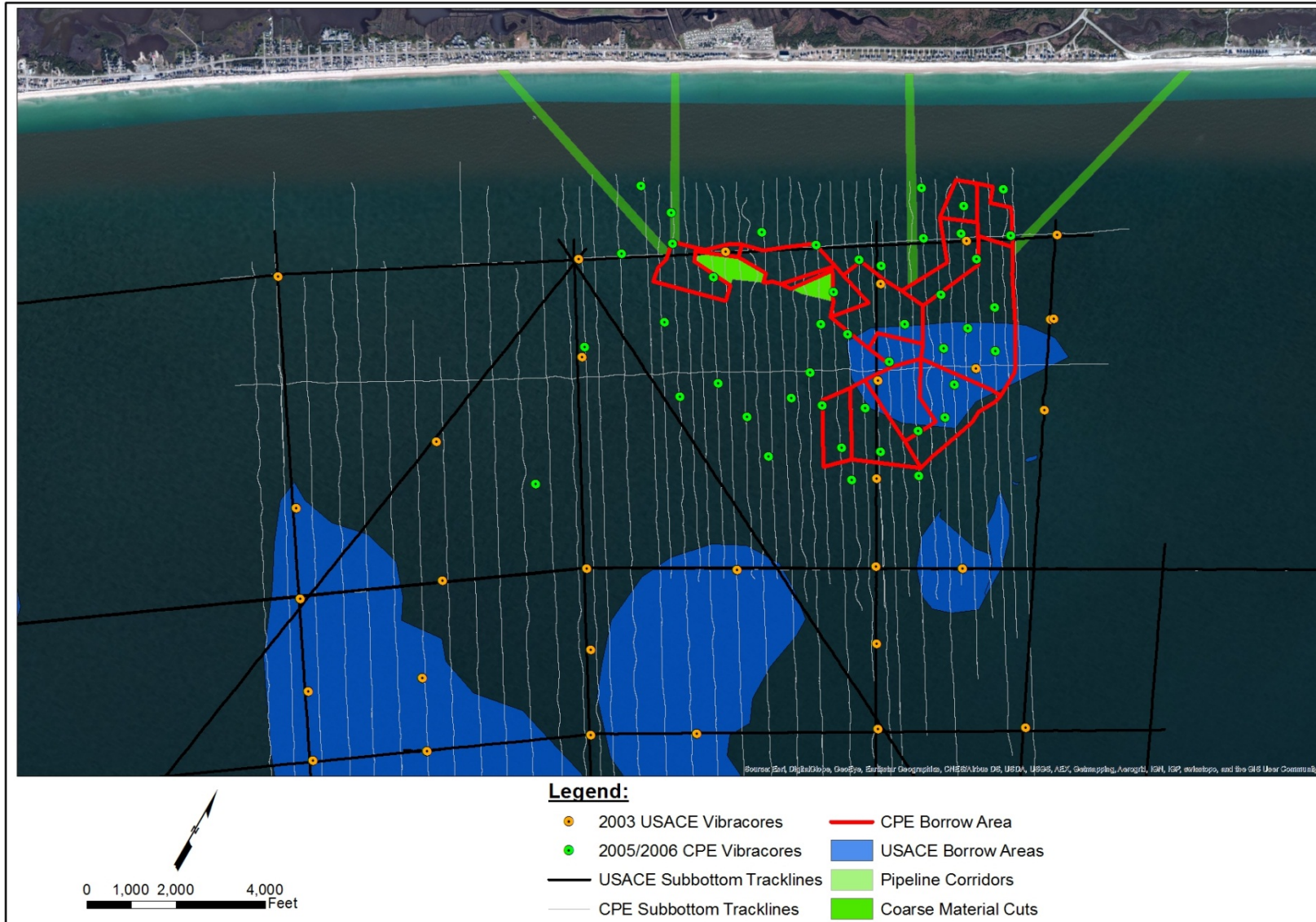
- Alternative 5 – Consider Alternate (USACE) Borrow Area





Construction Alternatives

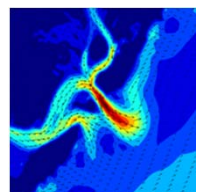
Alternative 5 – Consider Alternate (USACE) Borrow Area





Construction Alternatives

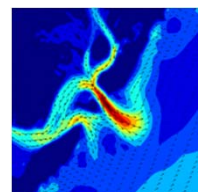
- Alternative 5 – Consider Alternate (USACE) Borrow Area
 - Norfolk bid no longer applicable
 - Require rebid of the project
 - USACE Borrow Areas require hopper dredges





Summary

Alternative	Extension	Cost	Fill Density (cy/ft.)	Project Extent
1	Yes	\$18.99 M	62	Complete Project
2	No	\$19.07M	62	Complete Project
3A	Yes	\$15.54M	40	Complete Project 3574 Island Dr. to S. end of Seashore Dr. Myrtle Dr. to S. Permuda Wynd
3B	Yes		62	
3C	Yes		62	
4A	No	\$16.76M	43	Complete Project 3574 Island Dr. to Surf City Limit Myrtle Dr. to N. end Seashore Dr.
4B	No		62	
4C	No		62	
5	No	Being Evaluated	62	Complete Project

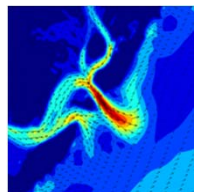




Summary

Alternative	Extension	Cost	Fill Density (cy/ft.)	Project Extent
1	Yes	\$18.99 M	62	Complete Project
2	No	\$19.07M	62	Complete Project
3A	Yes		40	Complete Project
3B	Yes	\$15.54M	62	3574 Island Dr. to S. end of Seashore Dr. Myrtle Dr. to S. Permuda Wynd
3C	Yes		62	
4A	No		43	Complete Project
4B	No	\$16.76M	62	3574 Island Dr. to Surf City Limit Myrtle Dr. to N. end Seashore Dr.
4C	No		62	
5	No	Being Evaluated	62	Complete Project

Mayor's Preferred Plan



Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Special Meeting Minutes Wednesday, April 29, 2015 9:00 A.M.*

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Suzanne Gray, Richard Peters and Richard Macartney, Town Attorney Brian Edes (on speaker phone for a portion), and Town Manager Stuart Turille

NOT PRESENT: Alderman Don Harte

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 9:00 a.m.
- II. **APPROVAL OF AGENDA:**
 - Mayor Pro Tem Leonard made a motion to approve the agenda as presented. Alderman Gray seconded the motion.
 - The motion passed unanimously.
- III. **PHASE 5 SHORELINE RESTORATION PROJECT STATUS:**
 - Mr. Willson of CP&E gave a presentation (Attachment A).
 - Mr. Willson updated the Board on the status of the Biological Assessment and the permit modification. He said National Marine Fisheries Service (NMFS) is okay with an extension through May 10th and that CP&E is working on getting it through May 20th.
 - Mr. Willson said NMFS is working on an informal consultation that would allow the project to continue to June 30th and that the Town should have that information on May 20th.
 - Norfolk Dredging agreed to give the Town 10 more days, until May 10, to notify them that the Town intends to have them bring back the dredge in the fall.
 - Alderman Macartney made a motion in view of the information shared by the Town's fine dredging partner Norfolk Dredging, that the Board expressly appreciates the extension to May 10, 2015 and thanks Norfolk Dredging for accommodating the Town. Alderman Gray seconded the motion.

*There is an attachment to these minutes.

- The motion passed unanimously.
- Alderman Macartney made a motion for the Town of North Topsail Beach Board of Aldermen to instruct the Town Attorney to amend the contract with Norfolk Dredging to extend the time for a notice of intent to bring the dredge back to May 11th, when the Board will have a Special Meeting. Alderman Peters seconded the motion.
- The motion passed unanimously.

IV. **BUDGET WORKSHOP:**

- Department Heads made their budget requests.
- Alderman Macartney made a motion to call for another Special Meeting/Budget Workshop for May 11, 2015. Alderman Peters seconded the motion.
- The motion passed unanimously.
- There was discussion about Senator Brown's proposed bill which could change the sales tax formula and its impact on the Town.
- Mayor Tuman directed the Town Manager to contact Connie Wilson (the Town's legislative affairs consultant at the State level) to find out the status of the bill.

- V. **ADJOURNMENT:** Mayor Pro Tem Leonard made a motion to adjourn. Alderman Macartney seconded the motion. The motion passed unanimously. The meeting adjourned at 10:27 a.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 6/2/2015

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Thursday, May 7, 2015 6:30 P.M.*

PRESENT: Mayor Daniel Tuman, Aldermen Suzanne Gray, Don Harte, Richard Peters and Richard Macartney, Town Attorney Brian Edes, Town Manager Stuart Turille, and Assistant Town Manager/Town Clerk Carin Faulkner

NOT PRESENT: Mayor Pro Tem Tom Leonard

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Alderman Peters gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Tuman led those present in the Pledge of Allegiance.
- IV. **APPROVAL OF AGENDA:**
 - Alderman Macartney made a motion to approve the agenda as presented. Alderman Gray seconded the motion.
 - The motion passed unanimously.
- V. **PUBLIC HEARINGS/PRESENTATIONS:**
 - A. Presentation: Phase 5 Permit Extension Status & Request to Consider Letter Authorizing Norfolk Dredging to Return in the Fall – Ken Willson, Coastal Planning & Engineering (Gordon Thomson and Tom Jarrett were also present):
 - Mayor Tuman introduced Mr. Ken Willson from CP&E.
 - Mr. Willson gave a presentation (Attachment A).
 - Mr. Willson explained that some new information came to their attention this evening and that some of the slides were updated, some were not.

*There is an attachment to these minutes.

- One of the updates was that National Marine Fisheries Service (NMFS) had submitted the informal consultation and that the Town will receive an extension on the project through June 30th.
 - Mr. Willson took questions from the Board.
 - There was discussion.
 - Mayor Tuman personally thanked Mr. Thomson for using his contacts at NMFS.
 - There was further discussion.
 - Mr. Edes advised the Board not to close out the idea of bringing Norfolk Dredging back in the fall.
 - Alderman Gray made a motion to direct the Town Attorney to contact Norfolk Dredging Company to discuss extending the Town's deadline of notifying them to come back in the fall until June 30th or to preserve the option of postponing the decision to as late as possible because there may be a need to bring them back for unforeseen circumstances. Alderman Peters seconded the motion.
 - There was discussion.
 - The motion passed 3 to 1 with Alderman Macartney voting against.
- B. Public Hearing - Proposed Text Amendment to Unified Development Ordinance Table 4-1 Use Table, Sec. 4.03 Use Specific Standards and Sec. 11.02 Definitions to allow for Ice vending machines to be permitted by right and as an accessory use in B-1 zoned districts:
- Alderman Gray made a motion to open the public hearing. Alderman Macartney seconded the motion. The motion passed unanimously.
 - Ms. Deborah Hill, Planning Director read the staff report.
 - Ms. Hill took questions from the Board.
 - The applicant made comments in response to some of the questions asked.
 - Mr. Denittis of 408 Ocean Drive came forward to speak. He had questions about the requirement for the ice machine to be attached to a business lot; he asked why it couldn't stand alone in a B-1 zone.
 - Ms. Hill explained principal vs. accessory use and that the Planning Board recommended it as an accessory use.
 - There were more questions from the Board.
 - Alderman Gray made a motion to close the public hearing. Alderman Peters seconded the motion.
 - Alderman Macartney made a motion to accept the Planning Board recommendation in all cases except #6 that advertising shall not take up more than 50% on two sides and to strike under #3 definitions the accessory use, this is a retail establishment. Alderman Peters seconded the motion.
 - The motion passed unanimously.

- C. Public Hearing - Case R-15-01 – Request to Correct Zoning for Tax Parcels 778-4.9 and 778-4.2 from Con-D to R-10, Consistent with Board of Aldermen minutes, February 2, 1995 but with wetlands portion to remain Con-D:
- Alderman Gray made a motion to open the public hearing. Alderman Peters seconded the motion. The motion passed unanimously.
 - Ms. Hill gave the staff report.
 - Ms. Hill took questions from the Board.
 - There was discussion.
 - Attorney Edes gave his recommendation.
 - Mrs. Sue Tuman of 3944 River Road made comments about the decision the Board of Aldermen made in 1995, she was Chair of the Planning Board at the time.
 - Mr. Mark Thomas, general contractor, made comments about the type of dwelling that is planned to be built on the property.
 - Attorney Edes advised that the Board cannot consider the type of dwelling that is going to be built there, only what R-10 is in the UDO.
 - Ms. Hill commented that this is not a rezoning, it is a correction and that she cannot do corrections that is has to go through the same process as a rezoning.
 - There was further discussion.
 - Mr. Scott Davis of 685 New River Inlet Road made comments about why the property was purchased and that it was purchased a buildable.
 - Mr. Tim Baker of 106 Topsail Road asked if there is a work around by doing a variance.
 - Attorney Edes commented that you cannot get a variance on a use.
 - Mrs. Sue Tuman made further comments about the 1995 meeting.
 - Alderman Macartney made a motion to close the public hearing. Alderman Peters seconded the motion. The motion passed unanimously.
 - Alderman Macartney made a motion for the Board of Aldermen to follow the Planning Board’s recommendation to approve the request to correct the zoning for Tax Parcels 778-4.9 and 778-4.2 from Con-D to R-10 consistent with the Board of Aldermen minutes of February 2, 1995 but with wetlands portion to remain Con-D. Alderman Harte seconded the motion.
 - Attorney Edes was asked a question and he responded by indicating his strong advices is to follow the Planning Board’s recommendation.
 - The motion passed unanimously.

VI. MANAGER'S REPORTS:

Mr. Turille gave the following report:

Manager's Report May 7, 2015

1. Shoreline Protection Project:

A. Phase 5: see CP&E report; also, turtle and bird monitors are now in place, in compliance with regulatory requirements. Thank you to Jean Beasley and the Karen Beasley Sea Turtle Rescue and Rehabilitation Center for their assistance, and to North Topsail Beach volunteers.

B. Phase 1 Maintenance & Remaining Phases:

- The **2016 ocean bar maintenance project:** contract executed for an additional \$1 million of our \$4,500,000 request. This is \$2.25 million in-hand, with the full amount by December 2015, and will continue our Shoreline Protection Project farther down into Phase 1 and possibly 2 in 2016.
- We are awaiting adoption of our \$500,000 beach nourishment request in this year's Governor's budget.

C. North End Sand Bag Revetment:

- continues to perform as expected
- signs are now installed warning folks to stay off 10 feet, with bags stenciled to "keep off"
- vandalism of the bags occurred -- the police are watching the area more closely
- the original subcontractor made repairs to the revetment
- we submitted a major CAMA permit request to allow the geo-tube to remain; it will likely be denied and we plan on a July CRC meeting for a variance request
- project final cost estimate-- not concluded, but survey of the shorefront footage is underway
- I am issuing a Request for Proposals for a contractor to maintain the revetment.
- crossover just north of Topsail Reef:
 - design is completed;
 - we have site approval from CAMA and Topsail Reef;
 - construction will begin as soon as contractor completes the final crossover at the parking lot across from Town Hall

2. Parking: total additional parking spaces for the 2015 summer season will be 314. One crossover remains to be completed at the site across from Town Hall.

Other than the site next to the St. Moritz, this completes what is achievable in the Parking Plan recommended by the Planning Board. Additional parking spaces, **given the peak season shortage**, were rated as my number one directive from the Board at the 2014 Retreat. I want to study the effect of the additional parking over the peak season, before recommending any changes to our current residential parking availability.

3. Town Welcome signs: the contractor will be on site Wednesday May 6th to complete. Signs will include plants/shrubs/trees and an irrigation system.

4. Fire Department—the Fire department earned an improved ISO rating of 4! This reduces 2 points from our old rating and goes into effect August 1. Insurance renewals after that may see premium savings.

5. FY15-16 Budget Meeting with Department Heads: was held on April 29 to discuss department budgets. A special meeting will be held May 11 at 9AM to discuss revenues and all fund budgets.

Mr. Turille took questions from the Board.

Ms. Faulkner submitted the following report:

Sea Oat Cost Share Program

Approximately 7,000 plants have been ordered as of 5/4/2015. Town Staff will be working on contacting property owners of the vacant properties along the newly constructed Phase 5 project in an effort to get them involved in planting sea oats and installing sand fencing on the dunes or at least providing access to the property in order for others to do so, on their behalf. This may include contacting adjacent property owners for assistance.

HOA Meetings/RHOTI

The Assistant Town Manager attended two HOA meetings on April 11th. She was also able to greet participants of the Reel Housewives of Topsail Island Breast Cancer Bike ride at the north end as they finished the bike ride. Mayor Tuman and Sue Tuman were also there to greet riders.

Disposition of Surplus Property

Town Staff has begun cleaning up on-site storage areas and the off-site storage facility to inventory and locate items and records that can be disposed of. The Board of Aldermen will be asked to adopt a resolution to authorize the sale and disposal of several items that are no longer of use to the Town. The next step is to work on identifying records for disposal.

New Connect-CTY Tools

Town Staff met with a representative from Blackboard Connect and learned of a few new tools that are available to use with Connect CTY. One tool has already been added to the Town's website next to the links for Twitter and Facebook. It is an RSS feed and allows the user to get updates from the Town directly to their e-mail or through a live bookmark on their browser.

Municipal & County Administration Update

The Assistant Town Manager attended the MCA Update class at the School of Government. Topics of learning and discussion were: The Impact & Implications of a Changing Population, Working with Elected Officials: You Don't Govern Alone (panel discussion with elected officials), and Consolidation of City and County Services.

Upcoming Events

NC Big Sweep Beach Clean Up – May 9
Ocean City Jazz Festival – July 3rd and 4th
Eastern NC Surfing Association Central NC District Surf Contests at BA #4 – March – Sept.
SeaView Fishing Pier's Annual Military Appreciation Fishing Tournament – Now – Oct 24th

VII. **PLANNING BOARD REPORT:** Mrs. Tuman read the Planning Board report.

VIII. **OPEN FORUM:**

Margo Clark of Ocean Drive - Ms. Clark asked about the status of the parking lot near St. Moritz.

IX. **CONSENT AGENDA:**

- A. Request to Adopt Resolution 2015-8 (Disposition of Certain Surplus Property to Another Governmental Unit).
- B. Request for Contribution to NTB Volunteer Rescue Squad

- C. Request to Approve Tax Refund
- D. Request to Adopt Resolution 2015-9 (Disposition of Certain Surplus Property)
- E. Request to Approve Contract for Scientific Advisor
- F. Approval of Minutes - April 2, 2015 April 13, 2015 April 21, 2015
- G. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
- H. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA
 - Alderman Peters made a motion to approve the Consent Agenda as presented. Alderman Gray seconded the motion.
 - The motion passed unanimously.

X. **NEW BUSINESS:**

A. **Discussion of 2016 Bill for a 2% Increase in Accommodation Tax for the 3 Towns on Topsail Island:**

- Mr. Peters introduced this item and asked the Board to concur with the proposal and work with Connie Wilson (government affairs consultant at the State level) to get it into legislation in 2016.
- Alderman Peters made a motion that the North Topsail Beach Board of Aldermen support a bill to increase the allowable accommodation tax collected for Topsail Island municipalities by 2%. Alderman Macartney seconded the motion.
- The motion passed unanimously.

XI. **OPEN FORUM:**

Mr. Tim Baker of 106 Topsail Road – Mr. Baker made comments in support of the beach nourishment project and comments against the Town’s decision to extend the dredging. He discussed the difficulty of accommodating renters around the project and expressed his concerns about them coming back the following year.

XII. **ATTORNEY'S REPORT:** Mr. Edes gave an update on Emerald Isle. He said that he cannot attend the June 4th meeting and that Mr. McGowan from his office will be filling in for him.

XIII. **MAYOR’S REPORT:** Mayor Tuman said that he did not have a report and thanked everyone for coming.

XIV. **ALDERMEN’S REPORT:**

Alderman Macartney – Mr. Macartney thanked all of the nominees for reappointment to the Planning Board and Board of Adjustment and said that they are appreciated for their service to the Town.

Alderman Gray – Mrs. Gray thanked everyone for being here.

Alderman Peters – Mr. Peters commended CP&E for getting the extension and working toward the objective of getting our shoreline protection plan in action. He thanked everyone for being here and being understanding.

Alderman Harte – Mr. Harte did not have a report.

- XV. **CLOSED SESSION:** Per N.C.G.S. 143-318.11 Closed Sessions (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. AND (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged AND (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

Alderman Macartney made a motion to go into Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

There was discussion.

Alderman Macartney made a motion to come out of Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

Mayor Tuman announced that no action was taken.

- XVI. **ADJOURNMENT:** Alderman Gray made a motion to adjourn. Alderman Harte seconded the motion. The meeting adjourned at 8:59 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

**Board of Aldermen Meeting Minutes
May 7, 2015
Attachment A**



North Topsail Beach

Phase 5 Beach Restoration Update

May 7, 2015

Ken Willson

Tom Jarrett, P.E.

Gordon Thomson, P.E.



Dredge Window Extension Request

- Requesting an extension in the dredge window from May 1 to June 30
 - Received Extension through June 30th from NC DCM
 - Received Extension through June 30th from USACE for onshore work (USFWS)
 - Received Extension through May 10th from USACE for in-water work (NMFS)
 - Still Required - NMFS Concurrence for in-water work from May 10 through June 30



A World of Solutions

- Project constructed from Approx. 3654 Island Dr. to just south of Carver St. (Approx. 2.4 miles)
 - Sta. 763+00 to Sta. 637+00
 - Approx. 795,000 cubic yards
- Volume left to construct original design to Surf City Limit (Sta. 581+80) = Approx. 326,700 cy
- Volume left to construct original design to northern project limit (Myrtle Drive Access) = Approx. 120,900 cy
- Volume left to construct original design = Approx. 447,600 cy
- Rock Remediation
 - Tigerhole Landscaping:
 - Finished 18th St. to Calinda Cay Ct. (5,000 ft.);
 - Working on 500 ft. area south of 18th St.
 - NDC spot picking the slope
 - Rock removal from the beach

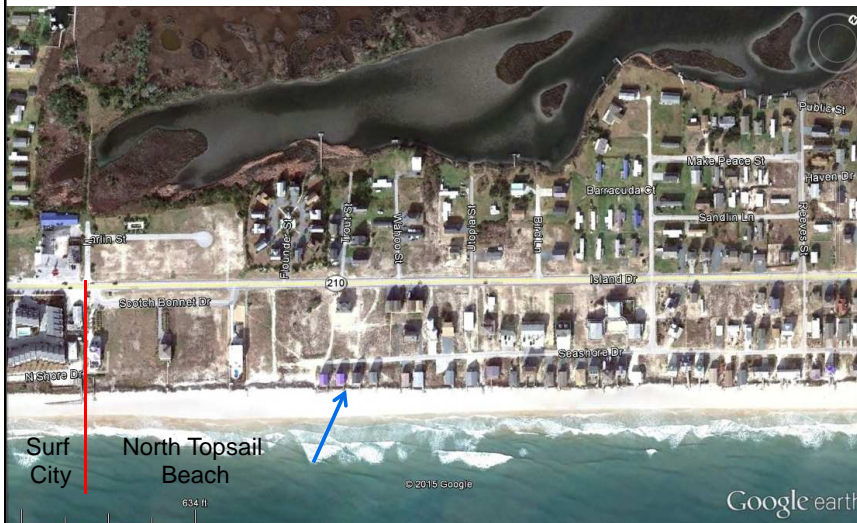


- Alternative 3b – Obtain Extension/Do Not Re-mobilize
 - Estimated Volume Placed = 1,091,900 cy
 - Approximate cost = \$16.42M
 - Cost includes:
 - Initial mobilization = \$3.05M
 - 1.029M cy of fill = \$11.85M
 - Rock removal = \$1.4M
- 3B – Maintain design Fill at 62 cy/ft., and extend south to 188 Sea Shore Dr. (Sta. 604+25)





Plan View Alternative 3B – Without Standby



A World of Solutions

4



Plan View Alternative 3B – With Standby



A World of Solutions

5

- Alternative 4B – Do Not Obtain Extension/Re-mobilize in Fall
 - Approximate cost = \$16.8M
 - Cost includes:
 - Initial mobilization = \$3.05M
 - Remobilization = \$750K
 - 1.059M cy of fill = \$11.53M
 - Rock removal = \$1.37M
 - Possible total volume placed = 1,063,000 cy
 - 4B – Complete project to 248 Sea Shore Dr. (Sta. 596+45) (at 62 cy/ft.);





Summary

Alternative	Extension	Cost	Fill Density (cy/ft.)	Project Extent
2	No	\$18.84M	62	Complete Project
3B	Yes	\$16.41M	62	3654 Island Dr. to S. 188 of Sea Shore Dr.
4B	No	\$16.76M	62	3654 Island Dr. to 248 Sea Shore Dr.



Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Special Meeting Minutes Monday, May 11, 2015 9:00 A.M.*

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Don Harte, Richard Peters and Richard Macartney, Town Manager Stuart Turille, and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Alderman Suzanne Gray

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 9:00 a.m.
- II. **APPROVAL OF AGENDA:**
 - Alderman Peters made a motion to approve the agenda as presented. Mayor Pro Tem Leonard seconded the motion.
 - The motion passed unanimously.
- III. **BUDGET WORKSHOP:**
 - Town Staff made a presentation to the Board and took questions from the Board.
 - There was discussion
 - Town Staff was given direction to make a few changes to the proposed budget.
 - Mr. Turille agreed to have a draft of the budget message written within one week.
- IV. **ADJOURNMENT:** Mayor Pro Tem Leonard made a motion to adjourn. Alderman Macartney seconded the motion. The motion passed unanimously. The meeting adjourned at 11:03 a.m.

*There is an attachment to these minutes.

Town of North Topsail Beach
Board of Aldermen Special Meeting Minutes
May 11, 2015

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 6/2/2015

FY15-16 Town Manager's Recommended Budget Workshop May 11, 2015



Budget Expense Changes Since Last Workshop

• **Capital Deletions:**

1. 6-Ton Trailer (Requested by PW, \$8,000)
2. Zero Turn Lawnmower (Streets Dept., \$10,500)
3. Town Hall Generator (Public Bldgs, \$43,000):
we will apply for a FEMA grant for this.

* **Capital Additions/Corrections**

1. Town Hall Wiring (\$14,000) for generator compatibility
2. Bike/Pedestrian Trail Engineering Design (\$10,000)

❖ **Operating deduction:** negotiated a reduction in the health insurance rate from 9.5 to 7%

❖ **Operating Addition:** include a 2% merit pay amount; using anniversary dates, this is only a \$16,000 increase.

Expense Summary: The Police/Fire radios (\$100,000), merit pay (\$16,000) and health care increases (\$13,000) are new costs. Even so, the budget is 3,634,800, which is only a 2.5% increase over last year.

FY 15-16 General Fund Revenues

Key factors:

At 2015 Board Retreat Town Manager was told: “no tax increase”

- * Property tax revenue estimated to be relatively stable, with tax base about the same as last year, but no increase
- * Other state-collected revenues (e.g. Sales tax) are stable but not increasing
- * Projected increase in permit activities and related revenue; estimate \$20,000 additional over current year
- * Salvage value of old Fire/Police radios and Public Works equipment estimated at \$49,000
- * We are **not** budgeting the following:
 1. Special assessment for revetment, due to uncertain final cost and timing
 2. Any of the estimated \$1.5 million in Town real estate up for sale
 3. CAMA grant reimbursement for Town Park -South of \$125,000.

FY15-16 General Fund Revenue

With revenues largely flat, but with \$130,000 in increased costs, this year staff propose raising monthly trash and recycling rates:

- * To cover increase in vendor’s contract due to CPI. Propose raising rate per cart \$1.50 per month.
- * **New this year:** recover cost of disposal of collected trash (“Tipping Fees”) to customers using the service (\$55,000).
- * The general fund has been subsidizing this, so fees have not recovered **all** costs. Propose assessing \$2.25 per cart monthly to cover this cost.
- * This would be a total \$3.75 per month increase or \$45 annually.
- * If you choose not to raise fees to cover the tipping fee, we will need to use either General Fund or Beach fund balance to cover the \$55,000 tipping fee, in order to balance the budget.

Beach Fund

Operating Beach Fund 20

(Fund Used to Maintain Beach and Accesses)

Highlights:

- * Funds budgeted for maintenance of the sand bag revetment (\$40,000)
- * Funds included to contract for a beach rake for continued rock removal and periodic beach cleaning (\$30,000)
- * Maintenance \$\$ for additional parking and development of lot near St. Moritz next Fall/Winter
- * Includes Terminal Groin modeling/ feasibility study (\$50,000).

Shoreline Protection Fund 30

The Shoreline Protection Fund 30 is well capitalized with estimate fund balance at fiscal year end of \$4 million.

- * However-- at Phase 5 closing this August we need to reserve four annual payments totaling \$3.6 million.
- * We still have enough funds on hand to cover the Fall 2015 Cedar Bush cut channel maintenance project, **even without County Grant Support (requested \$705,000).**
- * By end of FY15-16 we will have \$1.1 million in fund balance, even with \$0 County or additional State help.
- * However, the 2016 Ocean Bar project total cost is \$8.5 million. We will have half in State grants by December, 2015 (\$4.25 million) but will need \$1.8 million in additional funds to meet the total cost.

Shoreline Protection Fund 30: Path Forward

The 2016 \$1.8 million shortfall can be overcome with some mix of the following:

1. A portion of the this year's \$705,000 County grant request to maintain the New River open for boater access (Fall 2015 Cedar Bush cut dredging project).
2. A small amount toward 2016 Ocean Bar/NRI maintenance (\$300,00) from the County, next year.
3. Portion of the Governor's budget request for \$500,000.
4. A straight USDA loan (USDA state office is ok but requires national approval; does not require LGC approval according to Financial Consultant).
5. Some general fund support (we have \$1.5 million in Town real estate on the market, today).

Bottom line: we will know by July 1 what level of support we are receiving from State and County and can decide then.

North Topsail Beach - Shoreline Protection Project Capital Fund

	FY14-15	FY15-16	FY16-17
Revenues			
Occupancy Tax -	\$ 901,000	\$ 919,020	\$ 987,947
15 Cents dedicated AV -	\$ 1,244,280	\$ 1,244,280	\$ 1,244,280
Sales Tax -	\$ 900,000	\$ 850,000	\$ 850,000
County Tourism Grant
State DWR Grant--Cedar Bush Cut	..	\$ 847,500	..
State DWR Grant--Ocean Bar	..	\$ 122,000	\$ 4,128,000
State General Assembly Grant
General Fund/USDA loan mix
Totals -	\$3,045,280	\$ 3,982,800	\$ 7,210,227
Expenses			
Phase One Debt (Bank) -	\$ 607,533	\$ 597,650	\$ 587,766
Phase Five Debt (USDA) -	\$ -	..	\$ 914,254
Interim Construction Loan Interest -	..	\$ 181,602	\$ -
Administrative/Legal Fees -	\$ 479,730	\$ 401,320	\$ -
NRI Maintenance --Cedar Bush Cut	\$ -	\$ 1,695,000	
NRI Maintenance --Ocean Bar		\$ 122,000	\$ 8,378,000
Annual Operating -	\$ 260,000	\$ 273,000	\$ 286,650
Totals -	\$1,347,263	\$ 3,270,572	\$ 10,166,670
Surplus/(Deficit) -	\$1,698,017	\$ 712,228	\$ (2,956,443)
Transfer to USDA Reserve Fund -		(3,657,016)	\$ (91,425)
Additional Revenue -			
Beach Fund Balance	\$4,007,851	\$ 1,063,063	\$ (1,801,955)

North Topsail Beach - Shoreline Protection Project: Path Forward with Grant/Loan Support

Revenues	FY14-15	FY15-16	FY16-17
Occupancy Tax -	\$ 901,000	\$ 919,020	\$ 987,947
15 Cents dedicated AV -	\$ 1,244,280	\$ 1,244,280	\$ 1,244,280
Sales Tax -	\$ 900,000	\$ 850,000	\$ 850,000
County Tourism Grant	..	\$ 500,000	\$ 300,000
State DWR Grant--Cedar Bush Cut	..	\$ 847,500	..
State DWR Grant--Ocean Bar	..	\$ 122,000	\$ 4,128,000
State General Assembly Grant	..	\$ -	..
General Fund/USDA loan	\$ 1,001,955
Totals -	\$ 3,045,280	\$ 4,482,800	\$ 8,512,182
Expenses			
Phase One Debt (Bank) -	\$ 607,533	\$ 597,650	\$ 587,766
Phase Five Debt (USDA) -	\$ -	..	\$ 914,254
Interim Construction Loan Interest -	..	\$ 181,602	\$ -
Administrative/Legal Fees -	\$ 479,730	\$ 401,320	\$ -
NRI Maintenance --Cedar Bush Cu	\$ -	\$ 1,695,000	
NRI Maintenance --Ocean Bar		\$ 122,000	\$ 8,378,000
Annual Operating -	\$ 260,000	\$ 273,000	\$ 286,650
Totals -	\$ 1,347,263	\$ 3,270,572	\$ 10,166,670
Surplus/(Deficit) -	\$ 1,698,017	\$ 1,212,228	\$ (1,654,488)
Transfer to USDA Reserve Fund -		(3,657,016)	\$ (91,425)
Additional Revenue -			
Beach Fund Balance	\$ 4,007,851	\$ 1,563,063	\$ 0

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Tuesday, June 2, 2015 6:30 P.M.*

PRESENT: Mayor Pro Tem Tom Leonard, Aldermen Don Harte, Suzanne Gray, and Richard Peters, Richard Macartney, Town Attorney Brian Edes, Town Manager Stuart Turille, and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Mayor Daniel Tuman

- I. **CALL TO ORDER:** Mayor Pro Tem Leonard called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Mayor Pro Tem Leonard gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Pro Tem Leonard led those present in the Pledge of Allegiance.
- IV. **APPROVAL OF AGENDA:**
 - Alderman Gray made a motion to approve the agenda as presented. Alderman Peters seconded the motion.
 - The motion passed unanimously.

Mayor Pro Tem Leonard recognized the passing of NTB citizen, Josie Bradbury, she is Alderman Gray's aunt and she and her husband owned a unit at the St. Moritz. There was a moment of silence.

- V. **PUBLIC HEARINGS/PRESENTATIONS:**
 - A. Presentation: Update on Phase 5 Shoreline Restoration Project – Ken Willson, Coastal Planning & Engineering:
 - Mr. Turille introduced this item.
 - Mr. Willson gave a presentation (Attachment A).
 - Mr. Willson and Mr. Turille took questions from the Board.

*There is an attachment to these minutes.

A. Public Hearing: FY 2014-2015 Proposed Budget

- Alderman Macartney made a motion to open the public hearing. Alderman Gray seconded the motion. The motion passed unanimously.
- No one came forward.
- Alderman Macartney made a motion to close the public hearing. Alderman Gray seconded the motion. The motion passed unanimously.
- Mr. Turille gave a quick presentation, summarizing the budget message.
- Alderman Macartney made a motion for the Board of Aldermen of North Topsail Beach to adopt the Fiscal Year 2015-2016 Budget and its attached Ordinance and Fee Schedule as presented. Alderman Gray seconded the motion.
- There was discussion.
- Mr. Turille gave a quick presentation, summarizing the budget message.
- Mr. Turille took questions from the Board.
- The motion passed unanimously.

VI. **MANAGER'S REPORTS:**

Mr. Turille gave the following report:

I. Shoreline Protection Projects:

A. Phase 5: Coastal Planning & Engineering will cover this. I only wish to add:

- Thank you for the close cooperation of The Karen Beasley Sea Turtle Rescue and Rehabilitation Center
- The project should conclude within the budgeted amount of the USDA loan.

B. North End Sand Bag Revetment:

- **Effectiveness:** worked well and as designed during Tropical storm Ana, with only six of the 2,000 bags affected; to fix this, a contractor relocated five slipped bags and is replacing one deflated bag with a new one
- **Long-Term Maintenance**--the **Request for Qualifications** for a long-term maintenance contractor remains on the website for bids with a deadline extended to June 3, 2015
- No new reports of **vandalism** of the bags since last month -- the police are watching the area more closely and have issued 11 citations for trespassing; at night, surveillance includes Infrared night vision with two installed motion-sensitive cameras. The Police Department is locating better surveillance equipment, more appropriate **for the beach** (funds are in budget for this)
- **Geotube:** we continue to move toward a variance request to keep the tube in place; the CRC meeting on the request is scheduled for July
- **Special assessment** - the project survey is complete but total actual costs are not yet clear
- **Crossover just north of Topsail Reef:** awaits one more property owner approval before we begin; we have a final design and a contractor ready to start.

II. Parking: the new 314 spaces were put to good use by the exceptionally large Memorial Day demand, and all lots were at 100% capacity. To alleviate the conditions at the Town Park South we are:

- adding a privacy fence which will delineate the boundaries more clearly, keeping cars in the 14 space lot (installed this week).
- requesting from NCDOT road crossing striping and reduced speed limit signs, and will extend the sidewalk north to align it better with the access
- Met at the site with the adjacent lot owner (where spillover traffic located) to request that the lot be closed, which he agreed to do.
- Town staff met to discuss better management of busy weekends. The Assistant Town Manager will report on the outcome of this meeting.
- Reminder: given this clear peak season demand, and my continued directive from you to find more parking, I want to study the effect of the new parking over the peak season, before recommending any changes to our current parking plan.

Additionally, federal grants/appropriations for beach nourishment require accesses located at certain intervals. These accesses require parking.

- III. Town "Welcome" signs: the contractor is working under \$500 per day fine, due to construction delay; I intervened to facilitate problems; NCDOT requested that I discontinue this and let them conclude the project.

Ms. Faulkner gave the following report:

Online Parking Map Released

On May 20th, prior to Memorial Day weekend, Town Staff posted an online map of the Town's parking areas. Ms. Deborah Hill, our Planning Director was responsible for creating the map. The map was widely shared on our social sites.

FEMA Community Assistance Visit (CAV)

FEMA staff conducted a CAV last Wednesday and Thursday with the Planning Director. It was a successful visit and only a few issues were identified on the tour of the Town. FEMA staff identified some propane tanks that were not anchored and some sheds that were also not secured. Town Staff sent a follow-up CTY message to notify property owners and Ms. Hill will follow up with FEMA to let them know that the Town has taken measures to notify property owners.

Hurricane Preparedness Meeting

Town Staff held a hurricane preparedness meeting to go over the Town's Hurricane, Storm, and Flood Preparedness Plan. Town Staff plans to follow up on the interlocal agreement for the Dixon EOC, visit the school to make sure the phone lines and internet are working, transfer one or two lines from the Pluris EOC to the Dixon EOC, and made a few minor changes to the plan. The good news is that the Town Hall is now wired and ready for a generator and the Town still has a contract in place to have them delivered when needed for this hurricane season.

Follow Up on Memorial Day Weekend

The added parking spaces were definitely used over Memorial Day weekend and the Town's parking lots and side streets overflowed with vehicles. This resulted in a large amount of parking violations and solid waste. Town Staff met to go over some possible solutions to address these issues.

Solid Waste - Public Works did their best to keep up with the trash barrels and the two 8 yard containers that Public Works kept on hand quickly filled up. The landfill and convenience center were closed for the holiday weekend. Public Works essentially "stored" as much waste as it could until Wednesday, using the few extra carts that were available. The Public Works Director is checking to see if the Onslow County Solid Waste Department can provide Town Staff with access to the Folkstone Convenience Center when it is closed to the public so that the Town can handle the excess waste during peak times. There should be less of a problem for the 4th of July since the landfill will be back open on Monday.

Parking Violations - Police officers were busy over the holiday weekend responding to several calls that came in at one time, some calls needed more attention than others (such as a lost child, domestic, dog bite, and 4 breaking and entering calls). There were 52 total calls for service and after the calls were cleared the officers were busy with traffic control and issuing citations for parking (66), dune violations (5), joy riding (5), clinging to vehicle (1), public urination (1) (this list is not all inclusive) which resulted in approximately 11 hours of citation writing alone. Town Staff discussed the possible need for hiring another officer to handle the peak season calls and parking citations and considered the potential costs involved. Hiring a temporary/reserve officer to handle peak season is extremely difficult as the 600 hours of training (approx. 4 ½ months) to become a sworn officer causes most new candidates to want to be employed full time and permanently with a department. There is also the cost of outfitting the officer with the appropriate gear and a vehicle.

Two other alternatives discussed were 1) hiring a seasonal "meter maid" in order to solely handle parking violations and 2) passing a "tow zone" ordinance similar to the City of Wilmington in which the Town would contract with a towing company to deal with the parking violations as a civil matter.

Right-of-Ways

Town right-of-ways on side streets offer many available parking spaces for our visitors and in some areas they are the only parking available near the Town's CAMA Public Accesses. The width of the right-of-way varies along our public streets. Over the years, some property owners have encroached on the Town's right-of-ways blocking (with rocks, landscaping, posts and signs) the public area that can be used for parking. As more and more visitors come to the beach in our Town, and the Town seeks funding from outside sources for shoreline protection efforts, the blocking of right-of-ways may need to be addressed.

Inquiries from Renters

Despite the Town's efforts to avoid potential issues by communicating with property owners, rental companies and the public about the Phase 5 Shoreline Restoration Project and the potential for an extension (as far back as mid-February), hundreds of vacation home renters have contacted the Town in the last few weeks in regards to the status and location of the project. Town Staff has done its best to keep up with these inquires and hopes that during future projects that property owners and rental agencies will provide renters with timely information.

Sea Oat Cost Share Program

Town Staff has contacted property owners of the vacant properties along the newly constructed Phase 5 project in an effort to get them involved in planting sea oats on the dunes. Some responses have been received. Coastal Transplants has started staking the Town/County owned vacant properties to get ready for planting. They have planted a few lots already. The Town is extending the program through the end of June so that property owners in the Phase 5 project can still take advantage of the program.

Assistant Town Manager's Supervisory Duties

As a reminder, the Assistant Town Manager supervises the following departments: Fire, Police, Public Works, Planning & Zoning, and Inspections.

Upcoming Events

Ocean City Jazz Festival – July 3rd and 4th

Earth & Surf Fest – Saturday, July 4th

Eastern NC Surfing Association Central NC District Surf Contests at BA #4 – March – Sept.

SeaView Fishing Pier's Annual Military Appreciation Fishing Tournament – Now – Oct 24th

VII.

OPEN FORUM:

Connie Pletl of 200 Oyster Lane - Ms. Pletl thanked the Board for not raising taxes this year. She said she knows a lot of work goes into the budget from the Staff and the Board and it's really appreciated. She is representing the Topsail Turtle Project right now and thanked the Town for passing the ordinance for equipment left out on the beach last year. She said that the Town's goal was to educate first before ticketing. She said she is making sure that is still going to be in place. She said she noticed that Topsail Beach is

tagging theirs. She said her section of the beach has the most turtle nests on the beach than any other section on the island, there have been 5 so far.

VIII. **CONSENT AGENDA:**

- A. Request to Approve Tax Refunds
- B. Request to Approve Audit Contract
- C. Request to Adopt Resolution 2015-11
- D. Approval of Minutes - April 29, 2015 May 7, 2015 May 11, 2015
- E. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
- F. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA
 - Alderman Gray made a motion to approve the Consent Agenda as presented. Alderman Harte seconded the motion.
 - The motion passed unanimously.

IX. **OLD BUSINESS:**

- **Request to Adopt Ordinance 2015-5 – Codification Ordinance**
- Ms. Faulkner introduced this item.
- Alderman Macartney made a motion for the Board of Aldermen of North Topsail Beach to adopt Ordinance 2015-5 – An Ordinance of the Board of Aldermen of North Topsail Beach, North Carolina, Enacting a Code of Ordinances for the Town of North Topsail Beach, North Carolina, Revising, Amending, Restating, Codifying and Compiling Certain Existing General Ordinances of the Town Dealing with Subjects Embraced in Such Code of Ordinances.
- Alderman Peters seconded the motion.
- The motion passed unanimously.

X. **OPEN FORUM:** No one came forward.

XI. **ATTORNEY'S REPORT:** Mr. Edes indicated that he will be giving his report in Closed Session.

XII. **MAYOR'S REPORT:** Mayor Pro Tem Leonard said that he appreciated everyone coming out. He thanked the Town Staff for their hard work over Memorial Day weekend. He explained that the Town is receiving money from the County and that the public parking is linked to the money that the Town receives.

XIII. **ALDERMEN'S REPORT:**

Alderman Harte – Mr. Harte did not have a report.

Alderman Peters – Mr. Peters thanked everyone for coming.

Alderman Gray – Mrs. Gray thanked everyone for coming and thanked Mayor Pro Tem Leonard for thinking of her family.

Alderman Macartney – Mr. Macartney said that his grandkids are here and that we have a nice looking beach. He said that he enjoyed his first visit to the new turtle hospital and that is a great improvement over the old one. He reported that there will be a turtle release in the next few days and that he had heard there have been 15 turtle nests this season.

- XIV. **CLOSED SESSION:** Per N.C.G.S. 143-318.11 Closed Sessions (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. AND (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Alderman Gray made a motion to go into Closed Session. Alderman Harte seconded the motion. The motion passed unanimously.

There was discussion.

Alderman Macartney made a motion to come out of Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

Mayor Pro Tem Leonard announced that no action was taken.

- XV. **ADJOURNMENT:** Alderman Gray made a motion to adjourn. Alderman Harte seconded the motion. The meeting adjourned at 8:38 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk



North Topsail Beach

Phase 5 Beach Restoration Update

June 2, 2015
Ken Willson
Julien Devisse, P.E.



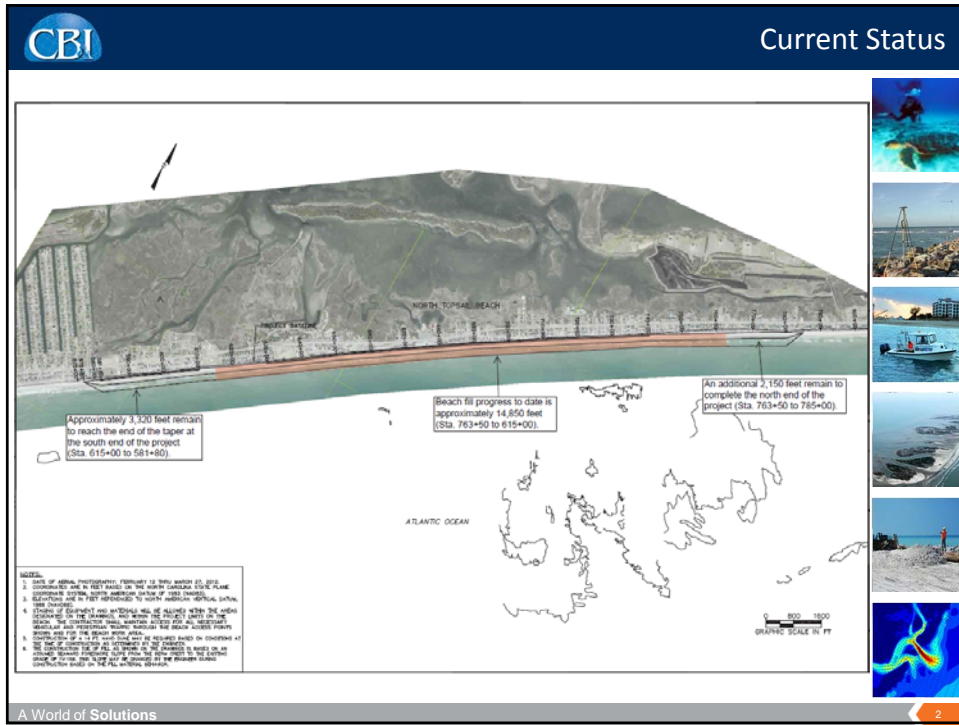
A World of Solutions 

 **Current Status**

- Project constructed from Approx. 3654 Island Dr. to Surf City Campground (Approx. 2.82 miles)
 - Sta. 763+00 to Sta. 614+00 (Design Constructed)
 - Approx. 953,700 cubic yards placed as of June 1




A World of Solutions 



CBI Current Status

- Project constructed from Approx. 3654 Island Dr. to Surf City Campground (Approx. 2.82 miles)
 - Sta. 763+00 to Sta. 614+00 (Design Constructed)
 - Approx. 953,700 cubic yards placed as of June 1
- Rock Remediation
 - Tigerhole Landscaping:
 - Finished to 24th Ave. (6,500 ft.);
 - Still Need To Pick From 24th Ave south to Ocean Vista (1,500 ft.)
 - NDC and Tigerhole spot picking the slope
 - Continue to work on removing stockpiles



A World of Solutions 4

CBI Current Status



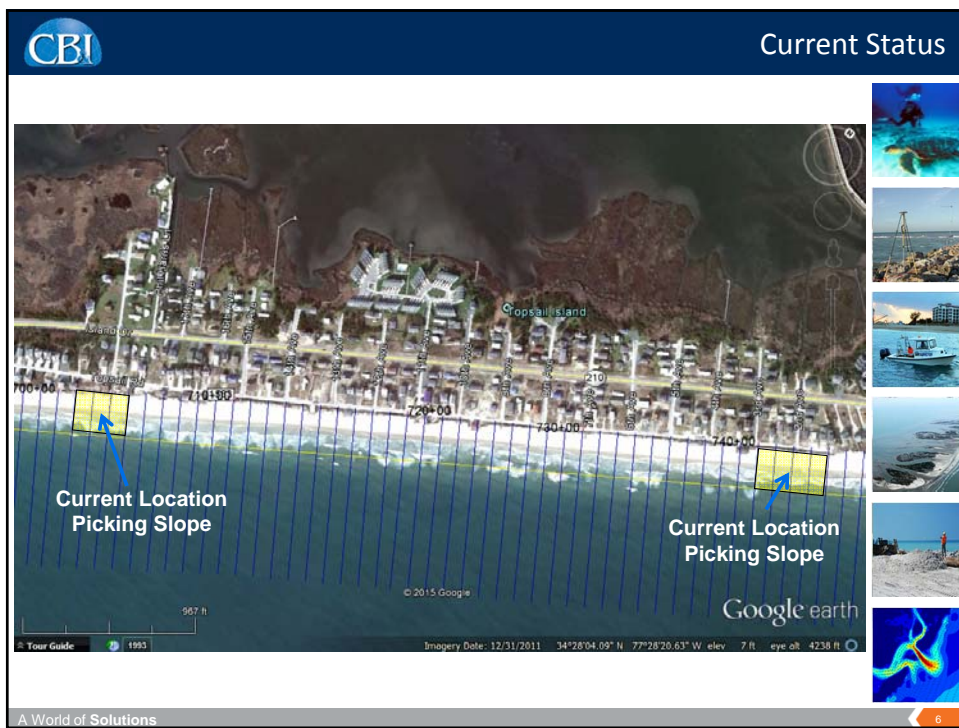
Remaining Section
Rock Remediation
5 – 7 days

Current Location
Rock Remediation
4 – 6 days

© 2015 Google

Google earth

A World of Solutions 5



ATTACHMENT A
Board of Aldermen Meeting Minutes
June 2, 2015



ATTACHMENT A
Board of Aldermen Meeting Minutes
June 2, 2015





CBI Current Plan For Remaining Construction

- Construct Design to Station 587+00
 - Estimated Volume Placed = 1,112,100 cy
 - Approximate cost = \$16.8M
 - Cost includes:
 - Initial mobilization
 - Surveys/Bonds
 - 1.112 M cy of fill
 - Rock removal (NDC and Tigerhole)
- Current Design is 56 cy/ft.
 - Time and budgetary constraints;
 - Design section to reach to 116 Scotch Bonnet Drive;
 - Actual Placement Exceeds Design by 12%.

A World of Solutions 13

CBI Current Plan For Remaining Construction

Target Location 587+00

Current Location 614+00

714 ft

© 2015 Google

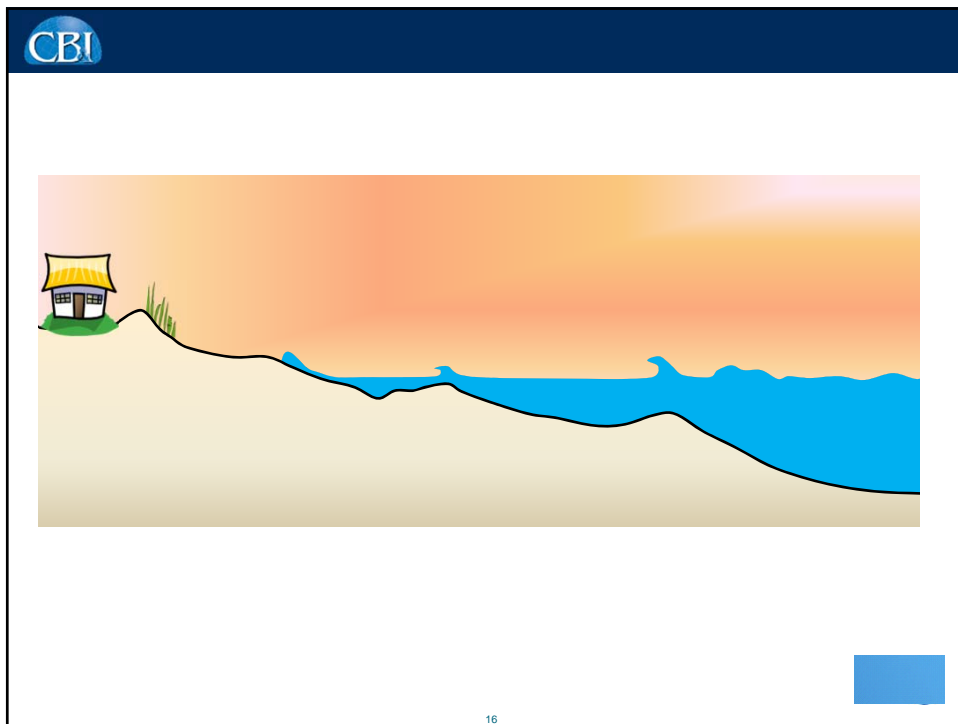
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A World of Solutions 14

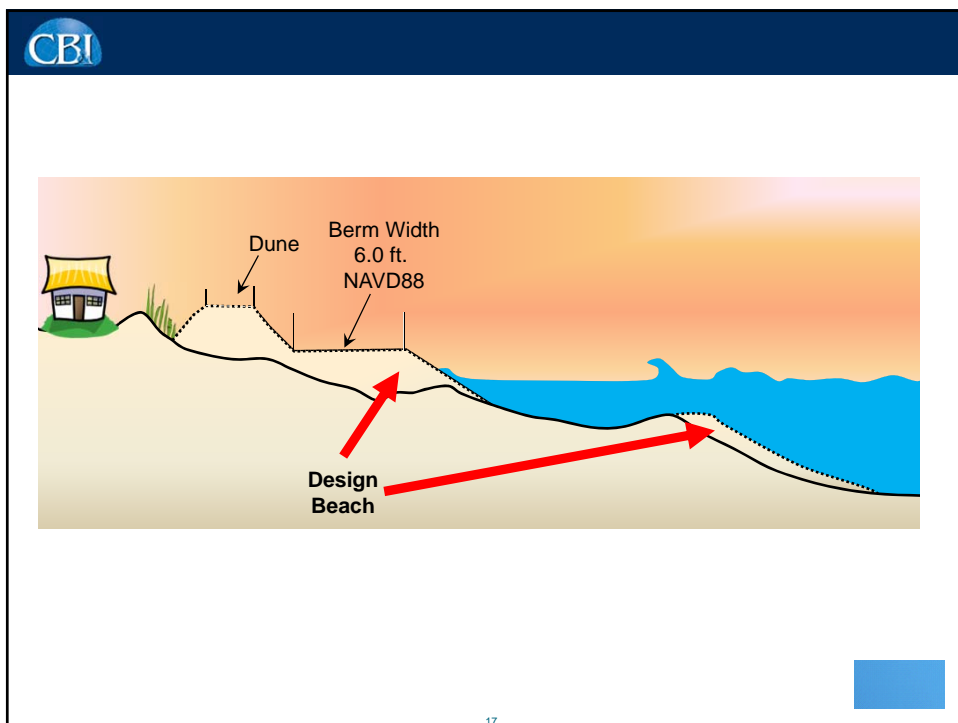
CBI Current Plan For Remaining Construction

- Construct Design to Station 587+00
 - Estimated Volume Placed = 1,112,100 cy
 - Approximate cost = \$16.8M
 - 56 cy/ft.
- To Hit the Target (From May 26 – June 19):
 - 8380 cy/day placed
 - 150 ft. of beach constructed

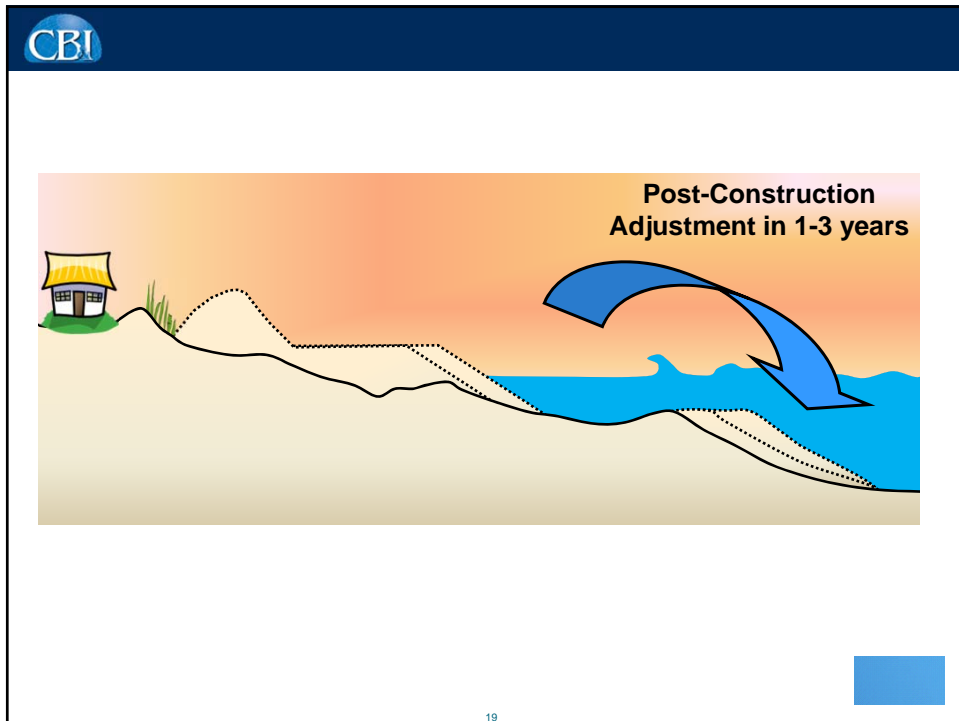
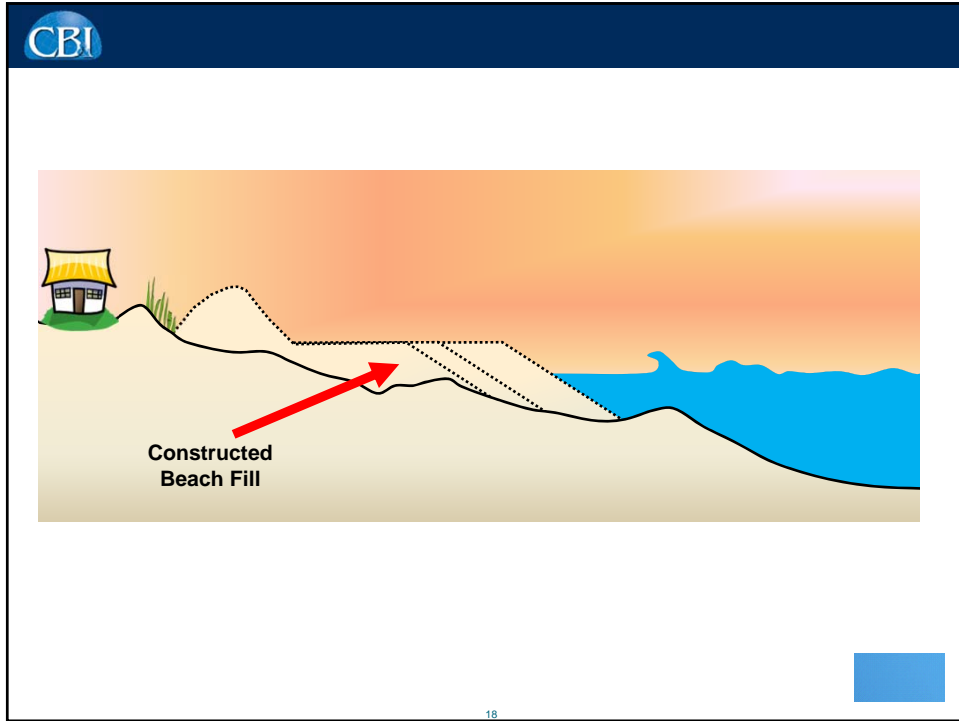
A World of Solutions 15

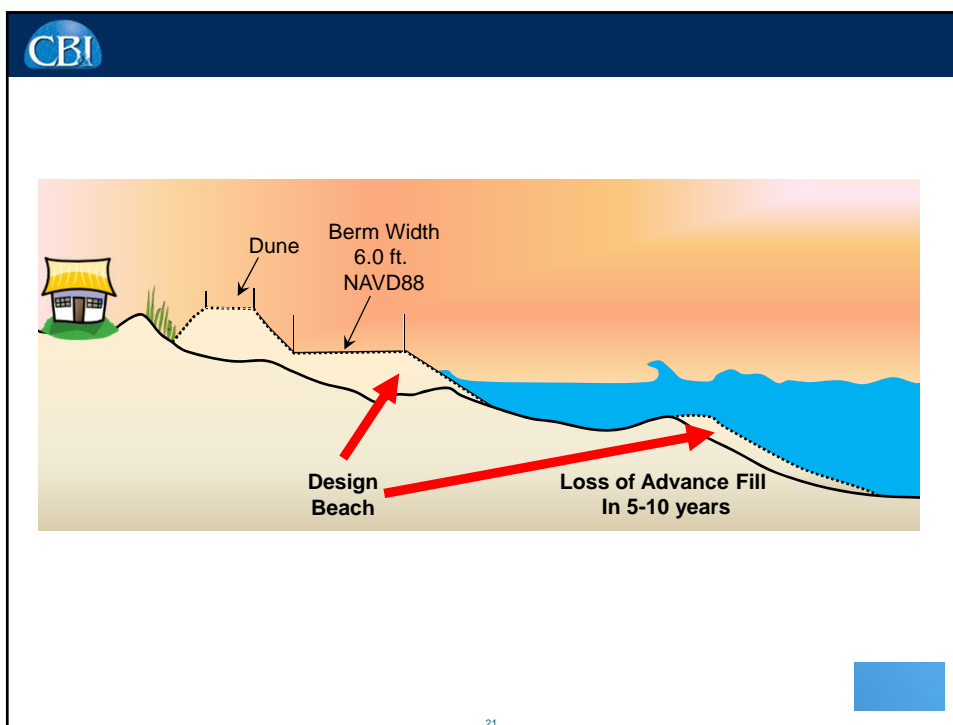
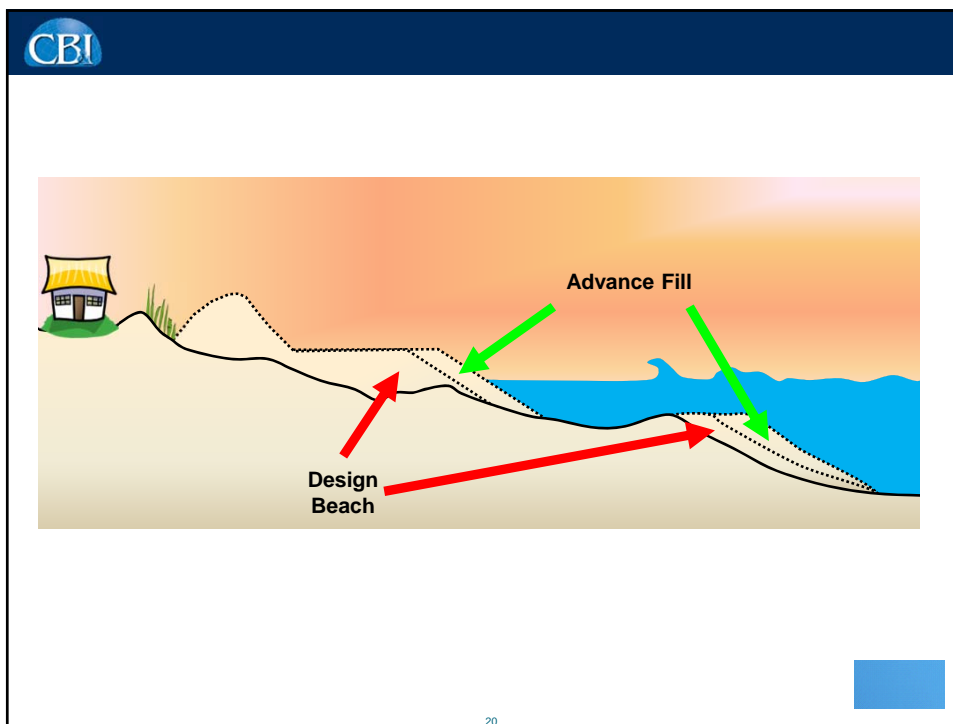


16



17





Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Thursday, July 2, 2015 6:30 P.M.*

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Suzanne Gray, Richard Peters and Richard Macartney, Town Attorney Brian Edes, Town Manager Stuart Turille, and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Alderman Don Harte

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Alderman Richard Macartney gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Tuman led those present in the Pledge of Allegiance.
- IV. **APPROVAL OF AGENDA:**
 - Mayor Pro Tem Leonard made a motion to approve the agenda as presented. Alderman Peters seconded the motion.
 - The motion passed unanimously.
- V. **PUBLIC HEARINGS/PRESENTATIONS:**
 - A. Presentation – Proclamation of Appreciation for Lt. John Cassidy, Lt. Andrew Tator, and Officer Timothy Fisher:
 - Fire Chief Thomas Best presented the proclamation to Lt. John Cassidy, Lt. Andrew Tator, and Officer Timothy Fisher and read the proclamation.
 - Mayor Tuman congratulated the first responders.
 - Assistant Fire Chief Bill Poe offered more comments about the response and the victim’s status.
 - B. Presentation – Phase 5 Shoreline Restoration Project Wrap-Up, Ken Willson, Coastal Planning & Engineering:
 - Mr. Willson gave the presentation (Attachment A).
 - Mr. Willson took questions from the Board.

*There is an attachment to these minutes.

C. Public Hearing – Case #SUP-15-03 – Special Use Permit Application by Mr. Grant Riley to rent paddle boards, kayaks, and bicycles at the St. Regis, 2000 New River Inlet Road:

- Mayor Pro Tem Leonard made a motion to open the public hearing. Alderman Peters seconded the motion. The motion passed unanimously.
- Ms. Faulkner swore in Ms. Hill and Mr. Riley.
- Ms. Hill presented the staff report.
- No one came forward.
- Mr. Riley did not have any comments.
- Mr. Riley took questions from the Board.
- Alderman Gray made a motion to close the public hearing. Alderman Peters seconded the motion. The motion passed unanimously.
- Alderman Macartney made a motion for the Board of Alderman to grant Mr. Grant Riley the special use permit as recommended by the Planning Board and because it meets all three conditions stated in the Planning Director's report. Alderman Peters seconded the motion.
- The motion passed unanimously.

D. Public Hearing - Program for Public Information (PPI):

- Ms. Hill presented the staff report. Mayor Tuman added some more information about the National Flood Insurance Program's Community Rating System.
- Alderman Gray made a motion to open the public hearing. Mayor Pro Tem Leonard seconded the motion. The motion passed unanimously.
- No one came forward.
- Alderman Macartney made a motion to close the public hearing. Alderman Gray seconded the motion. The motion passed unanimously.
- Ms. Hill took questions from the Board.
- Alderman Macartney made a motion to adopt the Program for Public Information as recommended by the PPI Committee subject to any minor edits made during technical review. Alderman Peters seconded the motion.
- The motion passed unanimously.

E. Public Hearing – Tsunami Plan:

- Mayor Pro Tem Leonard made a motion to open the public hearing. Alderman Peters seconded the motion. The motion passed unanimously.
- Ms. Hill presented the staff report.
- No one came forward.
- Ms. Hill took questions from the Board.
- Mayor Pro Tem Leonard made a motion to close the public hearing. Alderman Peters seconded the motion. The motion passed unanimously.

- Alderman Peters made a motion for the Board of Aldermen to adopt the Tsunami Plan as presented. Alderman Gray seconded the motion. The motion passed unanimously.

VI. MANAGER'S REPORTS:

Mr. Turille gave the following report:

I. Shoreline Protection Projects:

A. Phase 5: Coastal Planning & Engineering covered this; I wish to add:

- The lot adjacent to Carver Street, where rock screening occurred, is clean and dressed as requested by lot owner, ready for the Jazz Fest this weekend. Some remaining pipe is on the lot south of this but should be gone by early Friday.
- Final cost estimates—not yet in but should be close to the \$16.8 million budget.

B. North End Sand Bag Revetment:

- No new reports of vandalism or damage to the bags since the last report
- Town Police continue heightened patrols in the area during daylight; at night, surveillance includes infrared vision with two motion-sensitive cameras on site
- Beach-compatible surveillance equipment will be purchased through a Surf City contract; next step is the electric pole installation for the equipment location, occurring next week
- Geotube: the Coastal Resource Commission hearing on the variance request is scheduled for July 15. Town Attorney has been working hard to get this ready.
- Special assessment – with the shorefront survey complete, I met with the County Tax Office to coordinate the assessment billing with the property tax bill. Once final project costs are determined, they can issue the bill, although it will need to be separate from the County tax bill
- Crossover just north of Topsail Reef: denied permission to place a crossover by the affected property owner; CAMA will not allow crossovers at the other accesses (Oyster Lane and Port Drive).
- Sand fencing—we began installation of 4' fencing to keep trespassers off the revetment but were asked to stop by an owner. This will be resolved soon.

II. July 4th Planning: staff met to coordinate for the expected high demand for parking, Ocean City Jazz Festival, beach management and final Phase 5 beach demobilization. The Assistant Town Manager will report more on this.

- Town Park South—we added a privacy fence to delineate the boundaries; we will extend the sidewalk to align with the beach access and requested to NCDOT for road cross striping and reduced speed limit signs.

III. FY15-16 Budget:

- County Budget: the County approved \$100,000 for “beach nourishment;” \$400,000 for “Waterway Maintenance Project, ” \$60,000 for North Topsail Beach access maintenance. I have a meeting scheduled with the County Manager July 14 to discuss project commitments, including a Fall 2015 New River Project.
- Governor’s FY15-16 budget -- our \$500,000 request for beach nourishment funds passed both House and Senate Committee approvals and is awaiting final approval.

Ms. Faulkner gave the following report:

What to Expect After Construction (Phase 5)

A Connect CTY email message was sent to all NTB property owners on the CTY list. This message included information about the Sea Oat Cost Share program, photos of a home that has installed its sea oats and sand fencing and instructions to create a walking path down the new portion of the dune to the toe of the dune, information about what to expect after construction as far as the width of the berm after equilibration (from Ken Willson's presentation last month), how to get an exemption to install sand fencing, and a link to an information sheet on the benefits of shoreline protection.

A link to this message can be found on the Town's website.

Here:

<http://www.ntbnc.org/Documents/2015%2006%2009%20Post%20Project%20Information%20FINAL.pdf>

4th of July Preparations

Department Heads from Public Works, Police, and Fire/EMS met to discuss preparations for 4th of July weekend.

- Shark Attacks - Town Staff discussed the Town's response to shark attacks. Staff recalled the last incident in which most people in the area knew what was going on and cleared the water for a period of time. First responders, as usual, are ready to respond to any injured person on the beach regardless of cause. Taking care of the victim would be the Town's first priority. A NOAA/Sea Grant informational brochure was posted on the Town's website and will be posted on the Town's social sites on a regular basis. The brochure brings some perspective to these incidents as they are very rare.
- Fireworks – Town Staff began posting regular messages about illegal fireworks leading up to the 4th of July.
- Jazz Fest – Town Staff is ready to provide Police and EMS services for this event.
- Trash – The Town has secured a key to the Folkstone Convenience Center for access while it is closed on holidays.
- Parking – Chief Fillinger has added one extra officer to cover violations.
- Town Hall – will be closed on Monday, July 6th

Have a safe and happy Independence Day!

Governor's Crime Commission Preliminary Grant Award

The NTB Police Department has received a preliminary grant award for a Crime Scene Reconstruction/Personal Body Camera grant. The Town will receive notice on the final award once official allocation of Federal funds has been received.

Social Media Outreach

Town Staff has utilized a social media app that assists with the scheduling of messages in advance. Messages on fireworks, dogs on the beach, protecting the dunes, litter, unattended beach equipment, rip currents, sharks, fires on the beach, holes on the beach, illegal parking etc. will be appearing regularly throughout the summer to inform the public.

Upcoming Events

Ocean City Jazz Festival – July 3rd and 4th

Earth & Surf Fest – Saturday, July 4th

4 Town Meeting with Congressman Mike McIntyre – July 16th at 6:30 p.m.

Eastern NC Surfing Association Central NC District Surf Contests at BA #4 – March – Sept.

SeaView Fishing Pier's Annual Military Appreciation Fishing Tournament – Now – Oct 24th

VII. PLANNING BOARD REPORT:

- Mrs. Tuman presented the Planning Board Report.
- Mrs. Tuman took questions from the Board.

VIII. **OPEN FORUM:** No one came forward.

IX. **CONSENT AGENDA:**

~~A. Request to Approve Budget Amendment #9~~

B. Request to Approve Interlocal Agreement for Minimum Housing Services

C. Approval of Minutes - June 2, 2015

D. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments

E. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA

- Alderman Macartney indicated that he would like the budget amendment item to be removed for separate discussion.
- Alderman Peters made a motion to approve the Consent Agenda with the removal of the budget amendment item. Alderman Macartney seconded the motion.
- The motion passed unanimously.

X. **NEW BUSINESS:**

A. **Ocean City Community Requests & Petition:**

- Ms. Hill presented the staff report.
- Ms. Hill and Mrs. Tuman took questions from the Board.
- Alderman Macartney made a motion for Town Staff to get input from the Town's first responders on the speed limit change and to see what other towns may have in similar situations so that it does not look like the Town is knee-jerking to one situation. He said he thinks that the concerns are legitimate and that the problems may extend beyond this neighborhood, so staff needs to look at it Town-wide. Alderman Gray seconded the motion.
- There was discussion.
- Town Staff and Town Attorney took questions from the Board.
- Attorney Edes advised the Board not to do a blanket change to the speed limit on the side streets since only these specific streets in Ocean City were on the agenda. He advised that the Town do an inventory of all streets that would be affected by the action. He advised that if the Board decides to put the Town-wide issue on the agenda that all streets are listed in the advertisement (agenda).
- The motion passed unanimously.
- Mayor Pro Tem Leonard made a motion to change the speed limit on Carver Street, Chestnut Street, Gray Street, Green Street, and Ocean Drive to 25 mph (this will be ordained through Ordinance 2015-6). Alderman Gray seconded the motion.
- The motion tied with Alderman Macartney and Peters voting against and Mayor Pro Tem Leonard and Alderman Gray voting in favor.
- Mayor Tuman broke the tie and the motion passed 3 to 2.

- There was discussion about the item on the withdrawal of public use dedication of Thompson Street and the sound side undeveloped portion of Carver Street.
- The Town Attorney indicated he would like to review it before the Board takes action.
- Alderman Gray made a motion to table the discussion on the withdrawal of public use dedication of Thompson Street and the sound side undeveloped portion of Carver Street until the August Board meeting so the Town Attorney can review and advise. Mayor Pro Tem Leonard seconded the motion.
- The motion passed unanimously.

B. Request to Approve Budget Amendment #9:

- Alderman Macartney questioned the need for this budget amendment since the Town just passed a new budget
- Mr. Turille explained that this budget amendment is for FY15, last fiscal year.
- Alderman Macartney made a motion to approve Budget Amendment #9 for purposes of balancing the year-end statement. Alderman Gray seconded the motion.
- The motion passed unanimously.

XI. **OPEN FORUM:** No one came forward.

XII. **ATTORNEY'S REPORT:** Mr. Edes reported that the stipulated facts and exhibits for the variance hearing on the geotube were finalized yesterday. The hearing will be on July 15th, location is still TBD. He reminded the Board that the variance is in order to keep the geotube in place until the navigation dredging material is placed on the north end this fall or until March 2016 as we wait for the project to materialize. He took questions from the Board. He also reported that the Emerald Isle case is fully briefed and there has been no indication of an oral argument to-date. This case will shed light on what towns can and cannot do on the dry sand beach. He reported he also learned that Marine Fisheries will never ban shark fishing.

XIII. **MAYOR'S REPORT:** Mayor Tuman said that he is in a celebratory mood with having the Phase 5 project behind us. He said that what we have now looks great and he is sure it will do its job. He said that we have a big holiday weekend coming and to expect a lot of traffic. Town Staff is prepared to work and do the best they can to make sure everything goes well. The Ocean City Jazz Fest is this weekend and he encouraged everyone to attend. Be well and be safe.

XIV. **ALDERMEN'S REPORT:**

Alderman Macartney – Mr. Macartney said that he was going through some old files and found a letter from July 6, 2004 which indicated that he had been appointed a member of the beach nourishment committee. He said that means he has been working on the beach for 11 years. He said that it has not been an easy task but that we are beginning to see some rewards.

Mayor Pro Tem Leonard – Mr. Leonard said Happy Birthday (4th of July). He hopes everyone has a good and safe time. He gave the police and fire kudos for their work in saving a life. He reported that he just found out his son was promoted to detective at the police department in Alexandria, VA. He said he hopes that everyone has a good 4th and thanked everyone for coming out.

Alderman Gray – Mrs. Gray told everyone to be safe this weekend. She said she feels comfortable going in the water. She said that some people were swimming near the old Scotch Bonnet Pier and the pointy edge of the pilings must have looked like a shark's fin by the way the people reacted to it, she said the fear in their eyes was incredible. She said be safe, enjoy your families and have a great holiday weekend.

Alderman Peters – Mr. Peters said that the Town has met a significant milestone in its beach nourishment effort and that we must celebrate and enjoy. He said that Town Staff has done an extraordinary job. The Town Attorney and CP&E did too. A lot of midnight oil was burned. The perseverance of everyone had been remarkable. He thanked everyone for coming.

XV. **CLOSED SESSION:** Per N.C.G.S. 143-318.11 Closed Sessions (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease. AND (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Ms. Faulkner gave the following description of the property that will be discussed: The vacant property across from the Sea View Pier behind the guard rail.

Alderman Macartney made a motion to go into Closed Session. Alderman Peters seconded the motion. The motion passed unanimously.

There was discussion.

Alderman Macartney made a motion to come out of Closed Session. Mayor Pro Tem Leonard seconded the motion. The motion passed unanimously.

No action was taken.

- XVI. **ADJOURNMENT:** Alderman Macartney made a motion to adjourn. Alderman Gray seconded the motion. The meeting adjourned at 8:29 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 8/6/2015



North Topsail Beach

Phase 5 Beach Restoration Update

July 2, 2015

Ken Willson

Adam Priest

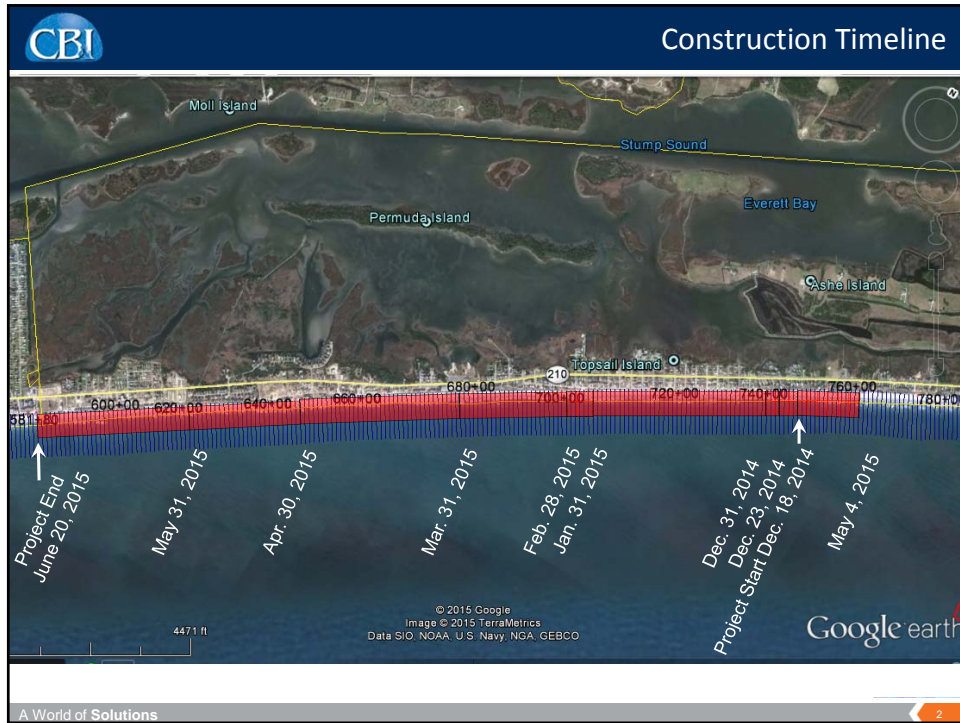


Final Statistics

- Project constructed from Approx. 3682 Island Dr. to Surf City/N. Topsail Beach (Approx. 3.52 miles)
- Placed 1.25 Million CY of Sand
- Established a minimum dune dimension throughout project area of 25 ft. wide at elevation 14.0 ft. NAVD88
- Average shoreline advance = 170.7 ft.
- Average Design Template = 59.4 cy/ft.
- As-Built Fill Density = 72.2 cy/ft.
- Construction Cost: \$16,722,944



A World of Solutions



Environmental Monitoring

- **Hardbottom Monitoring:** Post-Construction monitoring conducted since June 20th.
- **Turtle Monitoring:** From May 1 – June 30th, monitoring was conducted every night from dusk to dawn.
 - May 17th first nest of the season on Topsail Island (Not in Project Area)
 - 2 Nests laid on the constructed beach
 - 3 nests laid within “Project Area”, outside of constructed beach
 - All 5 nests relocated north of pipeline or within Surf City
- **Bird Monitoring:** From May 1 – June 30th, twice daily bird surveys were conducted throughout project area
 - May 4 – 1 Feeding Piping Plover
 - May 14 – 1 Red Knot (Flying)
 - May 26 – 12 Red Knot (Flying)
- **Benthic Monitoring :**
 - First event conducted in May
 - Next event scheduled for July
- **Light Survey, Sand Sampling and Analysis, Gravel and Granular Analysis**

3

CBI Environmental Monitoring

07/30/14

2015/05/29

A World of Solutions

4



Board of Aldermen Meeting Minutes
July 2, 2015
Attachment A



Board of Aldermen Meeting Minutes
July 2, 2015
Attachment A

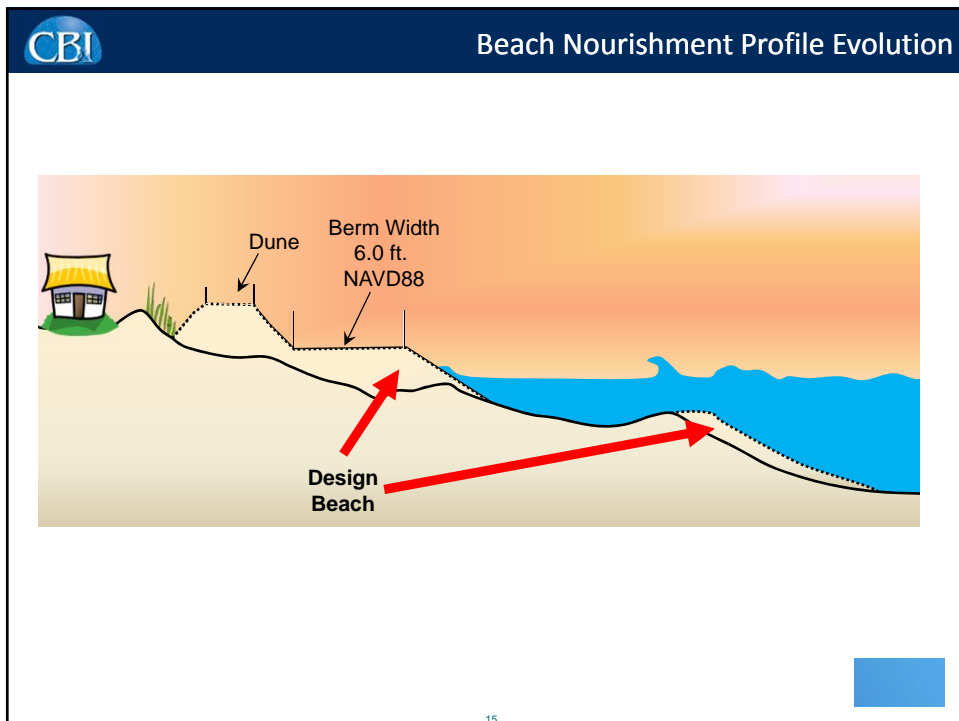


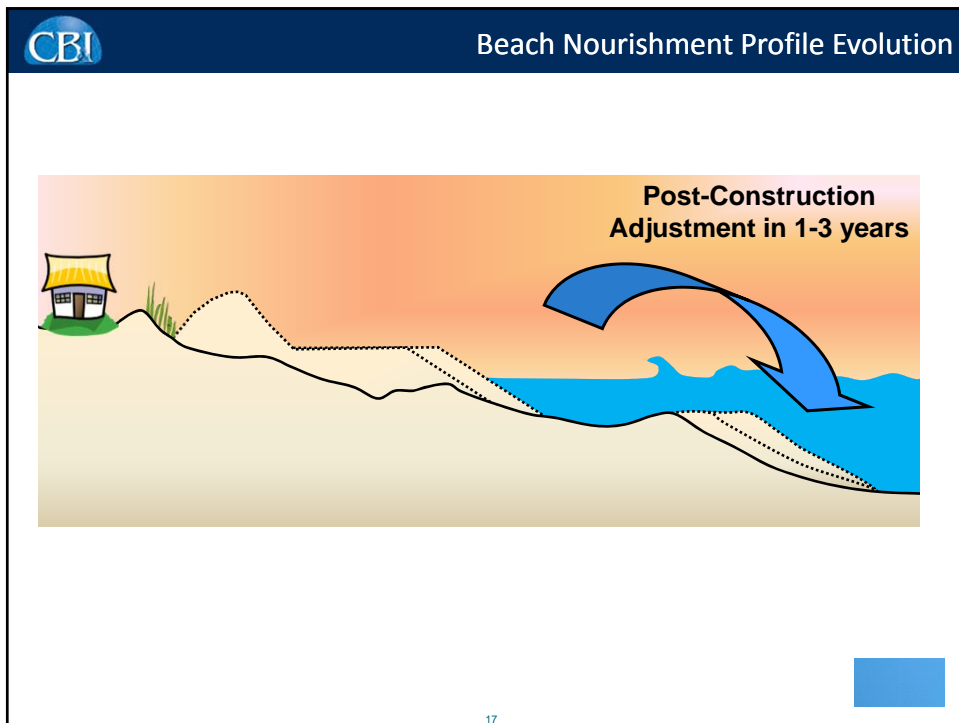
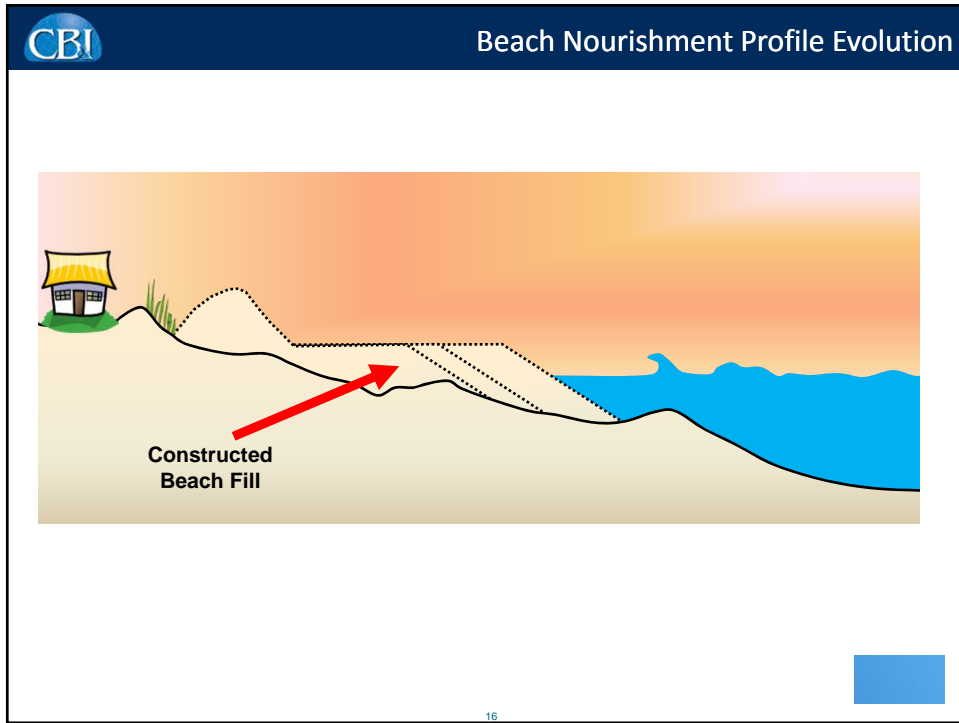
Board of Aldermen Meeting Minutes
July 2, 2015
Attachment A

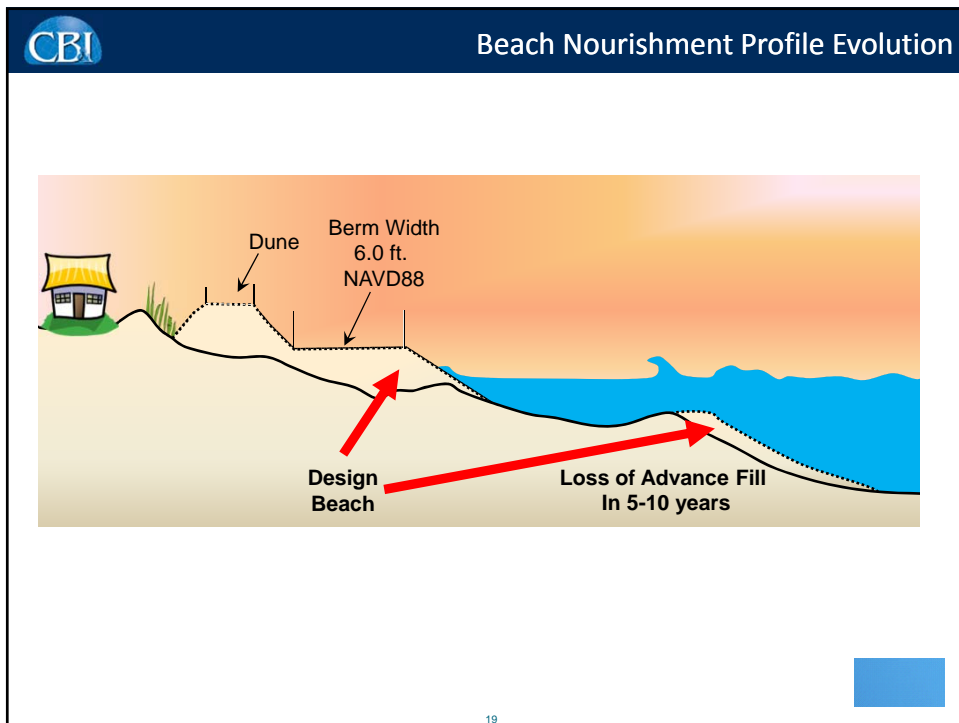
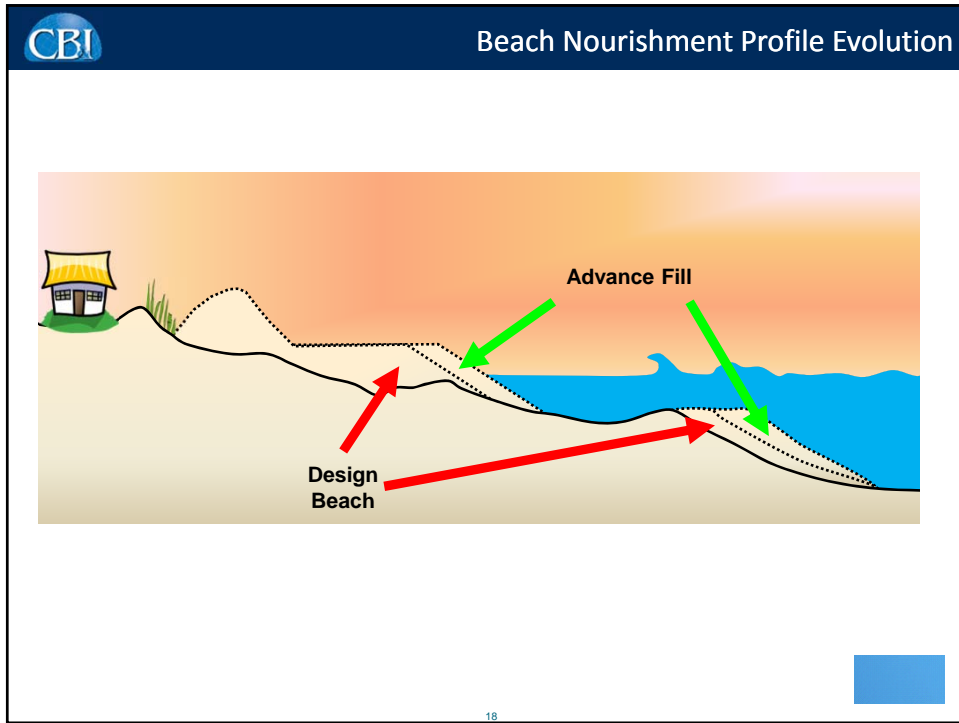


Board of Aldermen Meeting Minutes
July 2, 2015
Attachment A









Board of Aldermen Meeting Minutes
July 2, 2015
Attachment A



Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Thursday, August 6, 2015 6:30 P.M.

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Suzanne Gray, Don Harte, and Richard Peters, Town Attorney Brian Edes, Town Manager Stuart Turille, and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Alderman Richard Macartney

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Alderman Don Harte gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Tuman led those present in the Pledge of Allegiance.

Mayor Pro Tem Leonard requested a moment of silence for the service members who were victims of the shooting in Chattanooga, Tennessee.

- IV. **APPROVAL OF AGENDA:**
 - Alderman Peters made a motion to approve the agenda as presented. Alderman Gray seconded the motion.
 - The motion passed unanimously.

- V. **MANAGER'S REPORTS:**

Mr. Turille gave the following report:

Shoreline Protection Projects:

1. **Phase 5:**

The USDA loan closing is scheduled for this month, upon completion of final invoice reconciliation. The new beach looks good and clean, with little residual rock.
2. **Fall 2015 ICW/New River Project:** a State-County-Town cooperative project begins for this Fall, upon approval of the engineering contract later tonight, which includes 100,000 CY sand for deposition from the spit area extending south 4,000 linear feet. By agreement of all stakeholders, the Town is taking the lead on managing the project.

- 3. Fall 2016 Channel Maintenance Project:** for the subsequent Fall, we begin plans for sand deposition of 600,000 CY of sand from the ocean bar, with some Phase 1 replacement and continuing shoreline protection south into Phase 2. The project received 50% State funding, and may receive some future County contribution, *reducing our costs significantly*, as we begin closer State-County-Town cooperation managing the inlet.

Of note: the 2015 and 2016 projects are a continuation of the plan of record. We are not stopping there but continuing to look at all options, including this Town Board's approval of a longer term study of the area, to include terminal groin feasibility.

4. North End Sand Bag Revetment:

- **Revetment Maintenance** - staff met with the maintenance contractor and inspected the entire length of the revetment. Affected bags will be re-inflated, repaired or replaced.
- **Beach – compatible surveillance equipment** staff are finalizing the location to install the electrical utility pole, on which to place the equipment.
- **Geotube** - the recent CRC meeting approved continued placement of the geotube until the Fall 2015 project is complete, or June 30, 2016, whichever is earlier.
- **Special assessment** – staff are finalizing costs with the Town Attorney and expect to have the final assessment roll for your approval on the September Agenda.
- **Revetment Crossovers** – at the conclusion of the 2015 Fall project, we plan to restore the former accesses at Port drive, Oyster lane and Topsail Reef.
- **Effectiveness**— staff continue to monitor the revetment daily. The revetment continues to function as designed, mitigating flooding and protecting north end homes and infrastructure.

Mr. Turille took questions from the Board.

Ms. Faulkner gave the following report:

Unattended Beach Equipment Ordinance/Beach Patrol

As reported last month, Town Staff has utilized a social media app that assists with the scheduling of messages in advance. Messages on fireworks, dogs on the beach, protecting the dunes, litter, unattended beach equipment, rip currents, sharks, fires on the beach, holes on the beach, illegal parking etc. have been appearing regularly throughout the summer to inform the public. It has been working. Evidence of this was presented when the Town received several comments from locals regarding the unattended beach equipment ordinance. Locals have been disappointed that the Town has not begun enforcing this ordinance. Town Staff explained that the Town is currently educating the public on this ordinance and will begin enforcement next season. Other than posting information on the Town's website and social sites, Town Staff has hand delivered updated brochures and flyers to the local rental companies and each of the larger condominium complexes in town. The new ordinance was added to the new beach rules signs. The Town also made some "courtesy tags" which have been used to inform beachgoers who have equipment on the beach and approximately 6 volunteers have been passing out the tags. Town Staff was also interviewed by a few TV stations to further publicize the new ordinance and the beach patrol officer has been tagging (not taking) equipment while on the beach. In the meantime, Town Staff will be requesting a small change to the current ordinance, changing the wording of the ordinance from "abandoned equipment" to "litter" so that next year Public Works and the Police Department can cooperatively enforce the ordinance and will be able to dispose of

the equipment immediately instead of having to go through the lengthy process that is required by NCGS to dispose of abandoned property.

Chief Fillinger will be including an "end of season" report on this season's beach patrol activities in next month's departmental report.

5 Year CRS Audit

The 5 Year CRS audit was conducted on 7/30 and 7/31. The Town has been participating in the FEMA National Flood Insurance Program's Community Rating System. The Community Rating System (CRS) recognizes and encourages community floodplain management activities that exceed the minimum NFIP standards. Depending upon the level of participation, flood insurance premium rates for policyholders can be reduced up to 45%. Besides the benefit of reduced insurance rates, CRS floodplain management activities enhance public safety, reduce damages to property and public infrastructure, avoid economic disruption and losses, reduce human suffering, and protect the environment. Participating in the CRS provides an incentive to maintaining and improving a community's floodplain management program over the years. Implementing some CRS activities can help projects qualify for certain other Federal assistance programs. The Town currently has a CRS rating 7 which gets all NFIP insured property owners a 15% discount which is \$229 per policy and a total of \$297,208 savings for the whole town. Ms. Deborah Hill, Planning Director has worked diligently on implementing as many CRS activities as possible and we hope to report an improved rating this time around. See the attached table for the full list of discounts by rating.

Changes to Town Forms

All of the forms on the Town's "Links, Forms, and Documents" webpage are now in a format where they can be filled in using Adobe Acrobat. Town Staff has also included instructions on how to pay accommodation taxes online using Official Payments. Town Staff is planning on getting Planning and Inspections forms in the same format.

State Reports Submitted

The Powell Bill Report, New Residential Construction & Mobile Home Survey, Boundary & Annexation Survey, Group Quarter Population Survey, annual Appointment Reporting forms have been submitted to NCDOT, the Office of State Budget and Management, and NC Secretary of State.

Upcoming Events

Eastern NC Surfing Association Central NC District Surf Contests at BA #4 – March – Sept.
SeaView Fishing Pier's Annual Military Appreciation Fishing Tournament – Now – Oct 24th

Ms. Faulkner took questions from the Board.

VI. **OPEN FORUM:** No one came forward.

VII. **CONSENT AGENDA:**

- A. Request to Adopt Ordinance 2015-7 (Amending Section 10-25)
- B. Request to Approve Budget Amendment #1
- C. Request to Adopt Resolution 2015-12 – A Resolution in Appreciation of the Onslow County Board of Commissioners for Recognizing the Need to Support Public Parking, Beach Access, and Beach Maintenance

- D. Request to Adopt Resolution 2015-13 – A Resolution Adopting the Town of North Topsail Beach Hazard Mitigation Plan
- E. Request to Adopt Resolution 2015-14 – A Resolution in Support of Senate Bill 369
- F. Approval of Minutes - July 2, 2015
- G. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
- H. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA
 - Alderman Peters made a motion to approve the Consent Agenda as presented. Alderman Harte seconded the motion.
 - The motion passed unanimously.

VIII. **OLD BUSINESS:**

- A. **Request to Approve Contract for Pre-Construction Services for New River/ICW Navigation Project:**
 - Mr. Turille introduced this item.
 - Mr. Priest of Coastal Planning and Engineering gave a summary of the tasks in the contract and took questions from the Board.
 - There was discussion.
 - Mayor Pro Tem Leonard moved that the North Topsail Beach Board of Aldermen approve the pre-construction services agreement for the New River/ICW project proposed by Coastal Planning & Engineering as presented in the amount of \$212,328.00 to be paid using funds from the NC Division of Water Resources grant. Alderman Gray seconded the motion.
 - The motion passed unanimously.
- B. **Request to Adopt Ordinance 2015-8 – Declaration to Enact Speed Limit on Town-Owned Side Streets in North Topsail Beach:**
 - Ms. Faulkner introduced this item.
 - Mayor Pro Tem Leonard moved that the North Topsail Beach Board of Aldermen adopt Ordinance 2015-8 – Declaration to Enact Speed Limit on Town-Owned Side Streets in North Topsail Beach specifying that the speed limit designated will be 20 miles per hour. Alderman Gray seconded the motion.
 - There was discussion.
 - The motion passed unanimously.
- C. **Request from Ocean City Community for Withdrawal of Public Use Dedication of Thompson Street and the Sound Side Undeveloped Portion of Carver Street**
 - Mayor Tuman introduced this item.

- Mr. Edes gave his recommendation.
- There was discussion.
- Ms. Hill took questions from the Board.
- Alderman Peters made a motion that the North Topsail Beach Board of Aldermen to deny the request. Alderman Gray seconded the motion.
- The motion passed unanimously.
- Mr. Edes asked that the record reflect that the entity making the request is not the original dedicator. Ms. Hill confirmed that Mr. Edgar Yow, the developer was the original dedicator:

Ocean City property owners had recorded a “Deed of Withdrawal” BK 927 P 166. On July 10, 1989. A review of BK 927 P 166 states that “...the aforementioned and described sections of streets and lanes in Ocean City were purportedly dedicated, or were dedicated by the recording of the above mentioned map...” (i.e., MB 6 P 97 and MB 8 P 48). Based on the language of the Deed of Withdrawal BK 927 P 166 on July 10, 1989, “purportedly dedicated, or were dedicated” indicates to me (Deborah Hill) that the original grantor of the right of ways was the developer (Mr. Edgar Yow) by the recordation of MB 6 P 97 and MB 8 P 48. The Town received the streets from NCDOT on May 21, 1992.

IX. NEW BUSINESS:

A. Request to Adopt Ordinance 2015-9 – An Ordinance Regulating the Operation of Golf Carts on Public Streets in North Topsail Beach:

- Ms. Faulkner introduced this item.
- Ms. Faulkner indicated that there were two suggested amendments to the drafted ordinance. One was to remove Osprey Circle and Osprey Drive from the list of streets not approved for use. The other change was to add the text “for cart owners with a history of violations” to letter e) in Section 6-176.
- There was discussion.
- Alderman Harte moved that the North Topsail Beach Board of Aldermen adopt Ordinance 2015-9 – An Ordinance Regulating the Operation of Golf Carts on Public Streets in North Topsail Beach, including the two suggested amendments and to also amend the Fee Schedule to include a \$20 fee per registration sticker and a \$50 for each violation of this ordinance and stated that the ordinance shall be effective on August 6, 2015. Alderman Peters seconded the motion.
- The motion passed unanimously.

B. Request to Donate to the Liberty Fountain Park in Holly Ridge:

- Mayor Tuman introduced this item.
- Alderman Leonard moved that the Board of Aldermen donate \$600 to the Liberty Fountain Park in Holly Ridge to provide a bench for the park. Alderman Peters seconded the motion.
- The motion passed unanimously.

- X. **OPEN FORUM:** No one came forward.
- XI. **ATTORNEY'S REPORT:** Mr. Edes reported that the Town attained the variance for the geotube and it must be removed by June 30, 2016.
- XII. **MAYOR'S REPORT:** Mayor Tuman said that he was in Washington, D.C. to meet with Senator Burr and Congressman Jones to thank them for trying to keep PEDRO locally. He said he thanked them for their influence with National Marine Fisheries and US Fish and Wildlife Service to get the Town's extension on the Phase 5 project. He said that he also discussed the dredging that is scheduled for this fall. He said that Congressman Jones said that there is no money, that there are government spending restrictions in place and that the Senate is holding firm on not spending money on new projects. Mayor Tuman said that the Army Corps of Engineers will continue dredging a portion of the ocean bar, but that the navigation project for the New River must be funded locally and by the State. He said he also discussed the Phase 5 project which was funded by a USDA loan and said that he found that there is an exception that allows Federal funding to go in a CBRA area for shoreline protection as long as it does not involve any hardened structures. He said it is possible that the Town can get USDA financing assuming that the Secretary of the Interior approves the exception. He asked Senator Burr and Congressman Jones to go to US Fish and Wildlife on our behalf on this issue. He reported that HB 151, the bill that permanently removes CBRA, is stalled because the committees that will take up the bill will not be meeting this year.
- XIII. **ALDERMEN'S REPORT:**
- Alderman Harte** – Mr. Harte thanked everyone for coming.
- Alderman Peters** – Mr. Peters thanked everyone for coming.
- Alderman Gray** – Mrs. Gray reported that Jason Dail from CAMA will be coming to the Surf City Welcome Center to present CAMA information. The meeting will take place on August 11th from 10:00 a.m. to 12:00 p.m.
- Mayor Pro Tem Leonard** – Mr. Leonard thanked everyone for coming out. He reported on his presentation for the Topsail Reef HOA. He said that he likes doing the outreach.
- XIV. **CLOSED SESSION:** Per N.C.G.S. 143-318.11 Closed Sessions (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. AND (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease (Parcel IDs 057484 & 043728).

Mayor Pro Tem Leonard made a motion to go into Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

There was discussion.

Mayor Pro Tem Leonard made a motion to come out of Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

No action was taken.

- XV. **ADJOURNMENT:** Alderman Gray made a motion to adjourn. Mayor Pro Tem Leonard seconded the motion. The meeting adjourned at 9:01 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 9/3/2015

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Thursday, September 3, 2015 6:30 P.M.*

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Suzanne Gray, Don Harte, Richard Macartney, and Richard Peters, Town Attorney Brian Edes, Town Manager Stuart Turille, and Assistant Town Manager/Town Clerk Carin Faulkner.

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Alderman Suzanne Gray gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Tuman led those present in the Pledge of Allegiance.
- IV. **APPROVAL OF AGENDA:**
 - Mayor Pro Tem Leonard made a motion to approve the agenda as presented. Alderman Harte seconded the motion.
 - The motion passed unanimously.
- V. **PUBLIC HEARINGS/PRESENTATIONS:**
 - A. **Presentation – Phase One Monitoring and Survey Report, Update on New River/ICW Navigation Project, & Discussion of Recent Erosion and Flooding in the Inlet Area:**
 - Mayor Tuman introduced this item.
 - Mr. Adam Priest (CP&E) gave a presentation on the Phase One Monitoring and Survey Report (Attachment A).
 - Mr. Ken Willson (CP&E) continued the presentation. He discussed the ebb shoal configuration, the conclusions that have been made from the monitoring and survey report, what is currently being done (working on the contingency plan presented in February 2015 – coordination of Federal channel maintenance dredging, utilization of navigation channel maintenance material, modified construction plan for maintenance of channel realignment, evaluation of a terminal groin, collaboration with

*There is an attachment to these minutes.

Community/Military Cooperative Planning Group) and the recent erosion and flooding in the inlet area.

- Mr. Willson took questions from the Board.
- Mr. Willson said that CP&E is looking at models of the channel for the channel alignment and the engineering analysis for a terminal groin. He said this would be the first part of the process of pursuing a terminal groin. He discussed the current legislation that is being proposed to remove the terminal groin cap in North Carolina (which is currently set at four with all four being pursued).
- Mr. Willson took questions from the Board.
- Mr. Willson indicated that in order to write the environmental document for a terminal groin, which is the next step, and go through all of the reviews (which would be year two and three of the process) they have to have a design worked out. He said by March or April they will have the results of the modeling and will be able to start work, if authorized by the Town to do so, on the environmental documentation for a terminal groin. He said if the State gives the green light to do another groin that they would not be doing anything differently than what they are doing now.
- Mr. Willson discussed the options for “holding the line” north of the sand bag revetment.
- Mr. Turille proposed the trucking in of 5,000 – 6,000 cubic yards of sand which will be used to fill in some of the gap between the existing sand bag revetment and the parking lot on the north end. The sand would go to the height of the existing dune. He said the cost estimate would be roughly \$150,000. He said he asked the County Manager if he could use \$50,000 in County grant funds for the project and was given permission to use it. He requested a motion from the Board to authorize him to request bids, review the bids, and execute a contract for this work.
- Mayor Pro Tem Leonard made the motion to authorize the Town Manager to request bids for the trucking in of sand, review the bids, and execute a contract for the work. Alderman Gray seconded the motion.
- There was discussion.
- The motion passed 4 to 1 with Alderman Macartney voting against.
- There was further discussion.
- CP&E staff took questions from the Board (Ken Willson & Gordon Thomson).
- Alderman Peters made a motion for the Town to simultaneously move forward to receive CAMA approval for a sand bag revetment in the inlet area. Alderman Macartney seconded the motion.
- The motion passed unanimously.

VI. MANAGER'S REPORTS:

Mr. Turille gave the following report:

I. Shoreline Protection Projects:

1. Phase 5: Town funds for the USDA reserve requirement are in; the loan will close by November 15. The new beach continues to look good.
2. **2015 ICW/New River Dredge Project:**
 - North Topsail Beach is taking the lead to manage this project.
 - Town/County Staff met with the project engineers to set the timetable, calling for the issuance of the permit in December and mobilization beginning January 2016.
 - A formal NTB/County inter-local agreement is on the agenda tonight. With the County contribution of \$400,000 (25%) our cost is reduced to 25%, with the State contributing 50% of total project cost.
3. **Fall 2016 Channel Maintenance Project:** we received the executed contract for \$4.25 million. Our \$500,000 State beach nourishment request remains in the House, Senate and Governor's budgets, awaiting final approval.

The 2015 and 2016 projects continue our Shoreline Protection Plan. We continue to look at longer term options for the area, including terminal groin feasibility.

4. **New River Navigation Working Group:** I am pleased to announce the formation of this group, including representatives of **Onslow County, the City of Jacksonville, Camp Lejeune, USACE** and North Topsail Beach for the purpose of strategic management of the New River and inlet! The result will be a strategic plan for river navigability, to include the benefit of sand deposition to the Town, reducing all stakeholder costs. The initial meeting occurred in August and will continue in mid-September.

II. North End Sand Bag Revetment:

- **Maintenance** - we continue to monitor the revetment daily, which continues to perform as expected.
- **Beach – compatible surveillance equipment** staff met with Surf City staff and:
 - determined the location of the pole, mid-way in the revetment
 - the type of cameras needed (telescopic and infra-red) and internet hardware
 - installation: Surf City IT staff agreed to assist—thanks!
- **Special assessment** – tonight we approve the preparation of a preliminary assessment roll and resolution; the public hearing, for final assessment approval, will be at the October meeting.

- III. **Town Hall generator FEMA grant:** a grant application was submitted to FEMA for a mobile generator for Town Hall at a total cost of \$59,000, with the grant covering 75% of cost.

- IV. **Onslow County Housing Summit:** I presented Town residential housing data at the summit, with members of the Planning Board in attendance. The County was highly appreciative of our participation.
- V. **2015 Summer Season concludes** - though we will be busy through September, the Summer season ends soon. We are fortunate with no unusual beach incidents or major storm events this season with the added advantage of a new beach! Let's celebrate another successful season at a lunch in October.

Ms. Faulkner gave the following report:

End of Season Beach Patrol Report

Chief Fillinger has submitted the end of season beach patrol report. It is attached to the Police Report in the Consent Agenda section of the Board Packet. I want to thank Chief Fillinger for his hard work in breaking down, but he quickly rented a replacement and was able to transport it with the assistance of Public Works Director Thomas Best.

Onslow County Community Health Assessment Survey

Town Staff attended the Onslow County Community Health Assessment Team quarterly meeting at the Onslow County Health Department (OCHD). The team reviewed a draft health assessment survey which is administered at least every four years to meet the requirements for the health department's accreditation. Onslow County Memorial Hospital is partnering with the CHAT and OCHD on the survey to also comply with the Affordable Care Act. The survey will be completed soon and will be in electronic form. Town Staff will assist the OCHD with getting the word out about the survey so the County has adequate participation from the entire community.

Golf Cart Ordinance & Registration Implemented

Town Staff has implemented the golf cart application and registration process. The Police Department will be taking applications, fees, and will issue the registration stickers. Town Staff has placed a link to the full registration packet on the Town's website on the Links, Forms, and Documents page. <http://www.ntbnc.org/Pages/LinksFormsDocuments.aspx>

Newsletter

The latest Town newsletter was distributed electronically on August 14th and mailed out the following Monday. If you have not received a newsletter the electronic copy can be accessed on the Town's website at [ntbnc.org](http://www.ntbnc.org) or hard copies are available at Town Hall. <http://www.ntbnc.org/Documents/HOME%20LH%202015%2008%20Newsletter.pdf>

Re-Entry Pass Renewal

Included on the back page of the newsletter is a re-entry pass renewal form. This is to let everyone know that they will need to get new passes next year and so that everyone is not scrambling at the last minute next hurricane season. For those who are mailing the applications in, the passes will be mailed out closer to the end of the year. For those in Town, a message will go out on CTY when they are ready for pick-up. The new passes will be valid through 2019. If you still have a red or blue sticker you are okay for now.

Slogan Contest

Also in the newsletter was an announcement of the Town's slogan contest. The Town has already received 38 entries. The contest ends at 2:00 p.m. on October 28th. The Board will be selecting the winner at their November 5th meeting. The winner will be recognized at the meeting and will receive a certificate.

Roger's Bay

Town Staff was invited to Roger's Bay Campground's emergency planning meeting to discuss how the Town can assist them in preparing for emergencies. The Town emphasized that individual property owners need to take responsibility of keeping the campground in order and compliant with codes and flood regulations with guidance from the POA and the Town. Ms. Hill our Planning Director congratulated the POA for keeping records on each of the campers on their road-readiness compliance. Deputy Chief Poe offered to

do fire training at their October annual meeting (which is something that he will do with any interested HOA). There was a lot of discussion about accessibility of the RVs and the narrowness of the roads there. Deputy Chief Poe explained that his personnel drive through the campground on a regular basis and are aware of the areas that are hard to reach. He explained that if there is a fire, that the areas that are more difficult to reach would take more time to get to because they would have to hand carry the hose to the site. He said they have enough hose to get to any spot in the campground, but the delays caused by narrow or blocked roads could cause damage to adjacent RVs. There was further discussion about what information to provide to emergency responders when making a call as far as location of the RV (color codes are no longer used there). Deputy Chief Poe asked property owners to park their golf carts in the driveways and not on the roads when they are responding to a call.

Abstract on NTB Rocks will be Presented at GSA's Annual Meeting

Linda McCall, an Avocational Paleontologist has written about her unique findings as a result of the rocks that were deposited on the shoreline during the Phase 5 project. Her abstract was approved and will be presented at the Geological Society of America's Annual Meeting in November.

Upcoming Events

- End of Summer Beach Cleanup - Saturday, September 12th @ 9:00 a.m. North End Beach Access (end of River Road)
- Sierra Club Litter Cleanup – Saturday, September 12th @ 8:30 a.m. Boat ramp area under the high rise bridge.
- Black Tie 5k Beach Run (*Kick-off Event for Jacksonville Fashion Week*) - September 19, 2015 Onslow County Beach Access #4 (484 New River Inlet Road)
- On Sept. 29-30 the Greater Topsail Area will host Fireball Run, the Race to Recover America's Missing Children – Mayor's Reception is on September 29th
- Eastern NC Surfing Association Central NC District Surf Contests at BA #4 – March – Sept.
- SeaView Fishing Pier's Annual Military Appreciation Fishing Tournament – Now – Oct 24th

Ms. Faulkner took questions from the Board.

VI. OPEN FORUM:

Mr. John Connor, attorney representing several North Topsail Beach property owners – Mr. Connor asked for more than 3 minutes because he is representing several property owners. Mayor Tuman indicated that Mr. Connor will have another 3 minutes later in the meeting. Mr. Connor made comments about the proposed resolutions for the preliminary assessment roll for the north end sand bag revetment projects. His concerns were related to the total costs that were determined for the projects.

Mr. Richard Farley of 2300-1 New River Inlet Road – Mr. Farley requested that the Board give Mr. Connor his 3 minutes to speak. There was not a motion to suspend the rules in order to grant this request.

Ms. Donna Crowder of St. Moritz (14 years) – Ms. Crowder said she has been patiently waiting on beach nourishment to come to her property and had a question about when beach nourishment would be coming to her part of Town. Ms. Faulkner answered her question.

VII. **CONSENT AGENDA:**

- A. Approval of Minutes - August 6, 2015
- B. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
- C. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA
- D. Request to Adopt Proclamation Declaring September 29 Fireball Run Day (2015-17)
- E. Request to Adopt Resolution 2015-18 (Appreciation for Members of Ocean City Community)
- F. Request to Re-Appoint Mayor Tuman to Represent NTB on the ONWASA Board of Directors
- G. Request to Approve Tax Refunds
- H. Request to Suspend Parking Ordinance
- I. Request to Approve DOT Construction Agreement for Installation of Crosswalks and Related Signs
- J. Request to Sponsor Autumn with Topsail
 - Alderman Macartney made a motion to approve the Consent Agenda as presented. Alderman Peters seconded the motion.
 - The motion passed unanimously.

VIII. **OLD BUSINESS:**

- A. **Request to Adopt Resolution 2015-15 – A Resolution Declaring Cost and Ordering Preparation of Preliminary Assessment Roll and Setting Time and Place for Public Hearing on Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment Project:**
 - Ms. Faulkner introduced this item.
 - Mr. Edes clarified for the record that Ms. Faulkner is also the Town Clerk, she specified that the assessment roll is in her office, she wears two hats.
 - Mr. Edes took questions from the Board.
 - Alderman Macartney made a motion to adopt Resolution 2015-15 – A Resolution Declaring Coast and Ordering Preparation of Preliminary Assessment Roll and Setting Time and Place for Public Hearing on Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment Project. Mayor Pro Tem Leonard seconded the motion.
 - There was discussion.
 - Mr. Turille and Mr. Edes took questions from the Board.
 - The motion passed unanimously.

B. Request to Adopt Resolution 2015-16 – A Resolution Declaring Cost and Ordering Preparation of Preliminary Assessment Roll and Setting Time and Place for Public Hearing on Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment North Extension Project:

- Mayor Tuman and Ms. Faulkner introduced this item.
- Alderman Gray made a motion to adopt Resolution 2015-16 – A Resolution Declaring Cost and Ordering Preparation of Preliminary Assessment Roll and Setting Time and Place for Public Hearing on Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment North Extension Project. Mayor Pro Tem Leonard seconded the motion.
- The motion passed unanimously.

C. Request to Approve Interlocal Agreement for New River/ICW Navigation Project:

- Mr. Turille introduced this item.
- Mayor Pro Tem Leonard made a motion to approve the Interlocal Agreement for the New River/ICW Navigation Project. Alderman Harte seconded the motion.
- The motion passed unanimously.

IX. NEW BUSINESS:

A. Request to Change Date of November Regular Meeting:

- Alderman Macartney made a motion to change the date of the November regular meeting of the Board of Aldermen to Wednesday, November 4th at 6:30 p.m.
- The motion failed for lack of a second.

B. Request to Amend Personnel Policy:

- Ms. Faulkner introduced this item.
- Mayor Pro Tem Leonard made a motion to amend the North Topsail Beach personnel policy as requested to reflect a change in the holiday schedule and to add a section on exit interviews. Alderman Gray seconded the motion.
- Ms. Faulkner took questions from the Board.
- There was discussion.
- The motion passed 4 to 1 with Alderman Peters voting against.

X. **OPEN FORUM:**

Mr. John Connor, attorney representing several North Topsail Beach property owners – Mr. Connor urged the Board to look at the numbers used to determine the final cost for the sand bag revetment projects and correct them if they are wrong.

XI. **ATTORNEY'S REPORT:** Mr. Edes gave an update on the Emerald Isle case. He said that the case may determine what municipalities can and cannot do on the dry sand beach. He said he hopes that there will be a ruling in the next 4-5 months and as soon as they do he will update the Board.

XII. **MAYOR'S REPORT:** Mayor Tuman reminded everyone that Fireball Run is coming on September 29th. It is a big event for the island. The island is hosting the event and it will affect the surrounding towns. He said the public is invited to come to the ceremony at the Surf City Welcome Center at 6:00 p.m. on the 29th. He said that old episodes of the show will be on Netflix and Topsail Island's episodes will appear there next September.

XIII. **ALDERMEN'S REPORT:**

Alderman Macartney – No report.

Mayor Pro Tem Leonard – Mr. Leonard thanked everyone for coming out. He said a lot of details were given by CP&E tonight. He said he will be out of town from the 8th through the 22nd.

Alderman Gray – Mrs. Gray thanked everyone for coming out. She asked that everyone remember the Marine that was killed in the recent training accident at Stone Bay and his family.

Alderman Peters – Mr. Peters thanked everyone for coming.

Alderman Harte - No report.

XIV. **CLOSED SESSION:** Per N.C.G.S. 143-318.11 Closed Sessions (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. AND (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease (Parcel IDs 002303, 002301, & 057484).

Mayor Pro Tem Leonard made a motion to go into Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

There was discussion.

Alderman Macartney made a motion to come out of Closed Session. Mayor Pro Tem Leonard seconded the motion. The motion passed unanimously.

No action was taken.

- XV. **ADJOURNMENT:** Mayor Pro Tem Leonard made a motion to adjourn. Alderman Gray seconded the motion. The meeting adjourned at 9:31 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 10/1/2015

North Topsail Beach Post-Construction Monitoring Report



(Aerial Image taken Feb 2014)

Coastal Planning & Engineering of North Carolina
September 3, 2015

Adam Priest - (adam.priest@cbi.com)
Ken Willson - (kenneth.willson@cbi.com)

09/03/2015

Design
Concept of
Ocean Bar
Channel
Realignment

Ebb Shoal
Reconfiguration



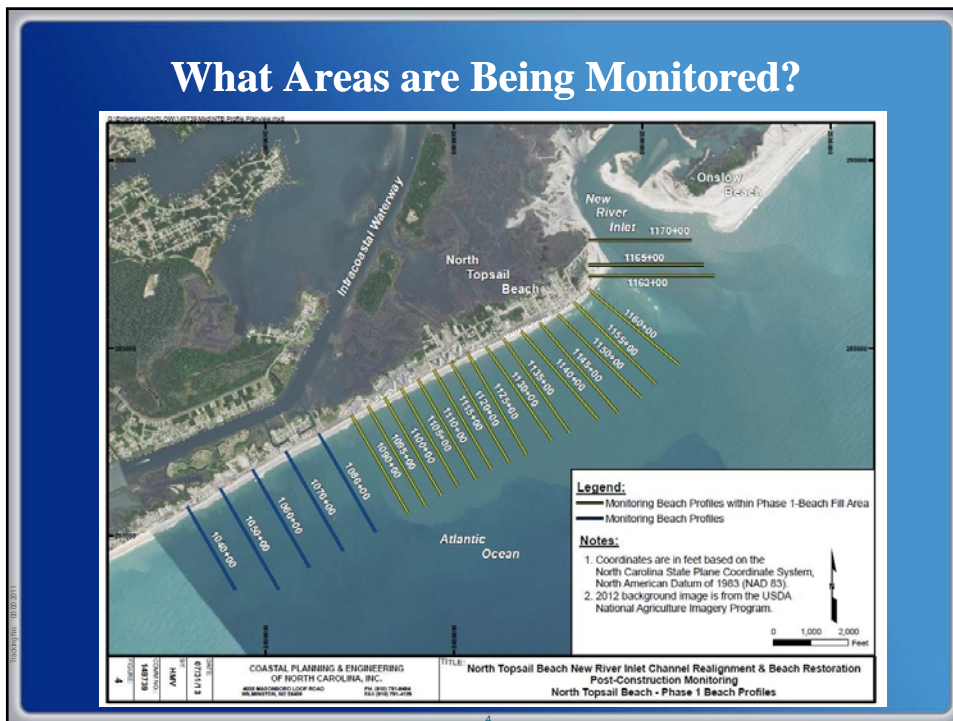
..... Existing Ebb Tide Delta

..... Reconfigured Ebb Tide Delta

09/03/2015

What is Being Monitored?

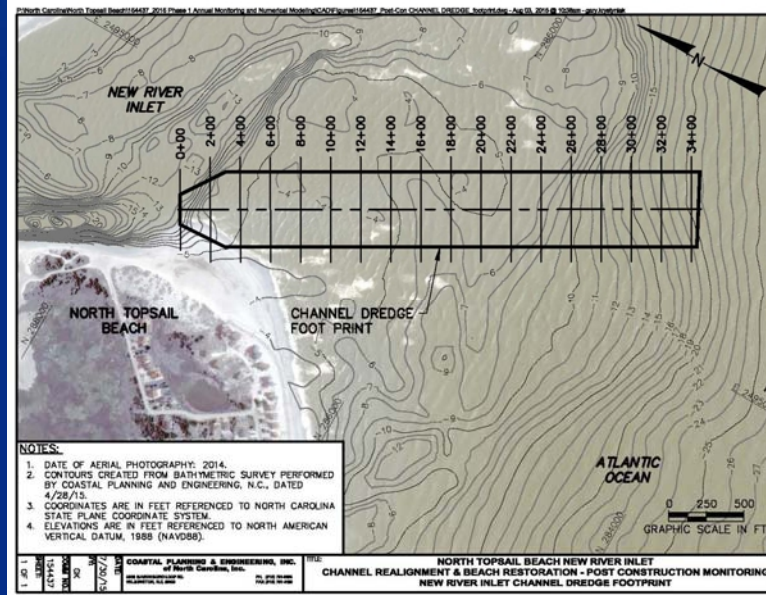
- 1. Phase 1 Project Area** – Volume & Shoreline Changes
 - Beach Fill Performance Area (Project Area)
 - Inlet Influenced Shoreline (Project Area)
- 2. Outside of Phase 1 Project Area** – Volume & Shoreline Changes
 - Southern Adjacent Shorelines
- 3. Onslow Beach Shoreline** – Volume & Shoreline Changes
- 4. Channel Shoaling** – Volume Change
- 5. Ebb Shoal Reconfiguration** – Qualitative Ebb Shoal and Beach Profile Survey Comparisons

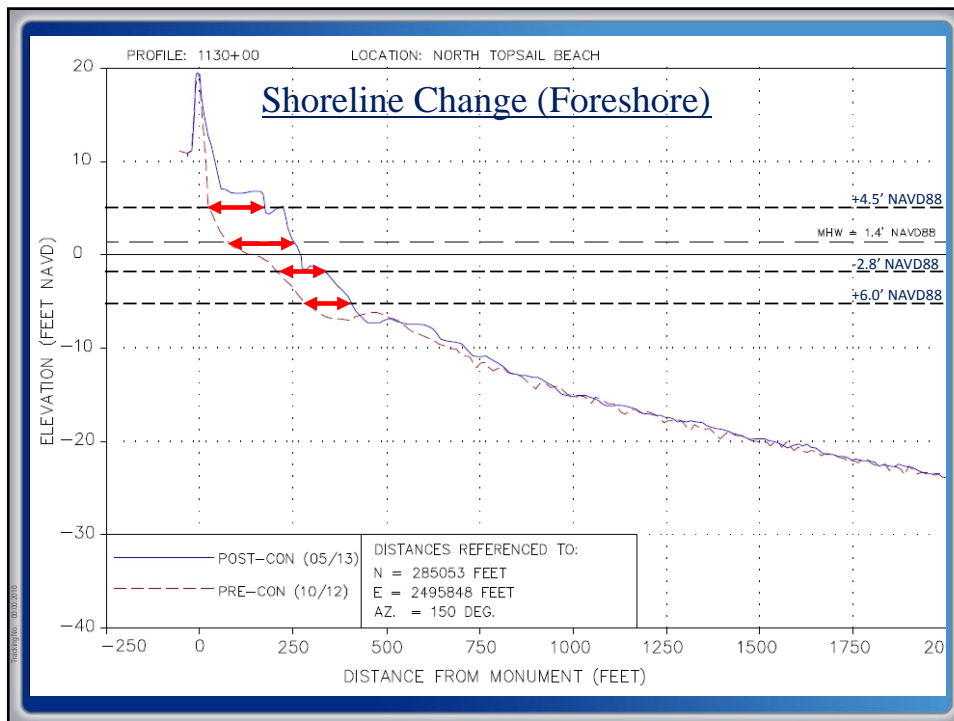
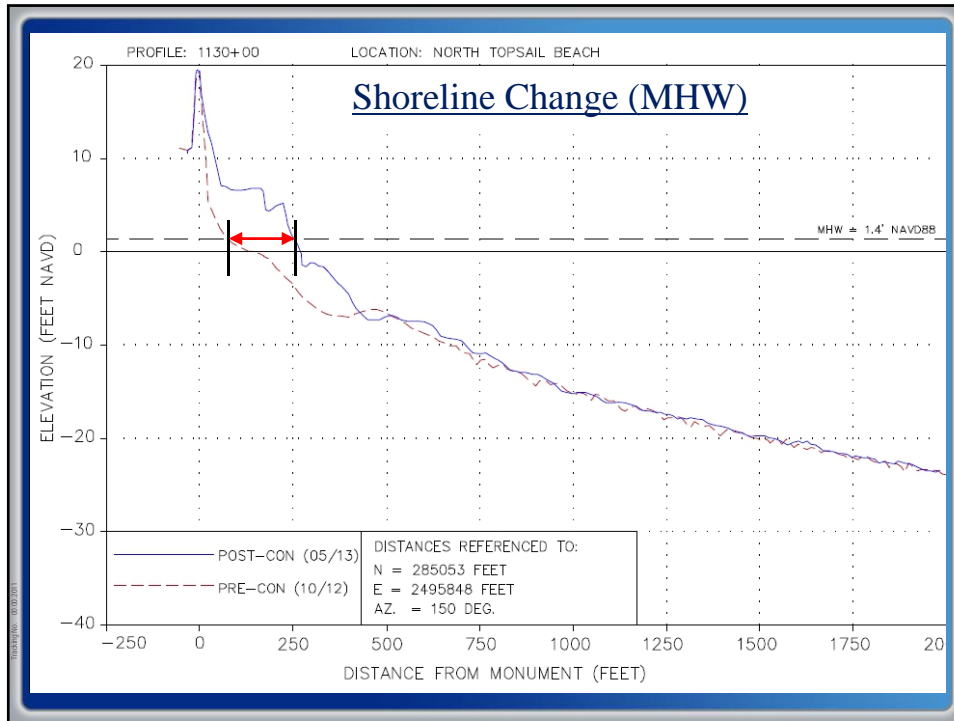


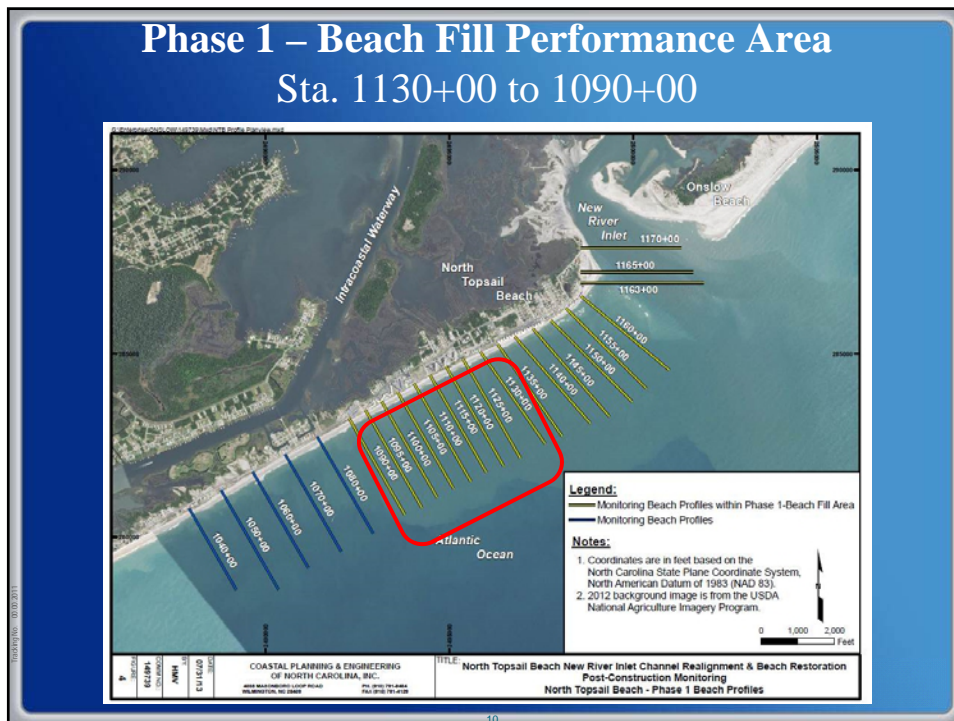
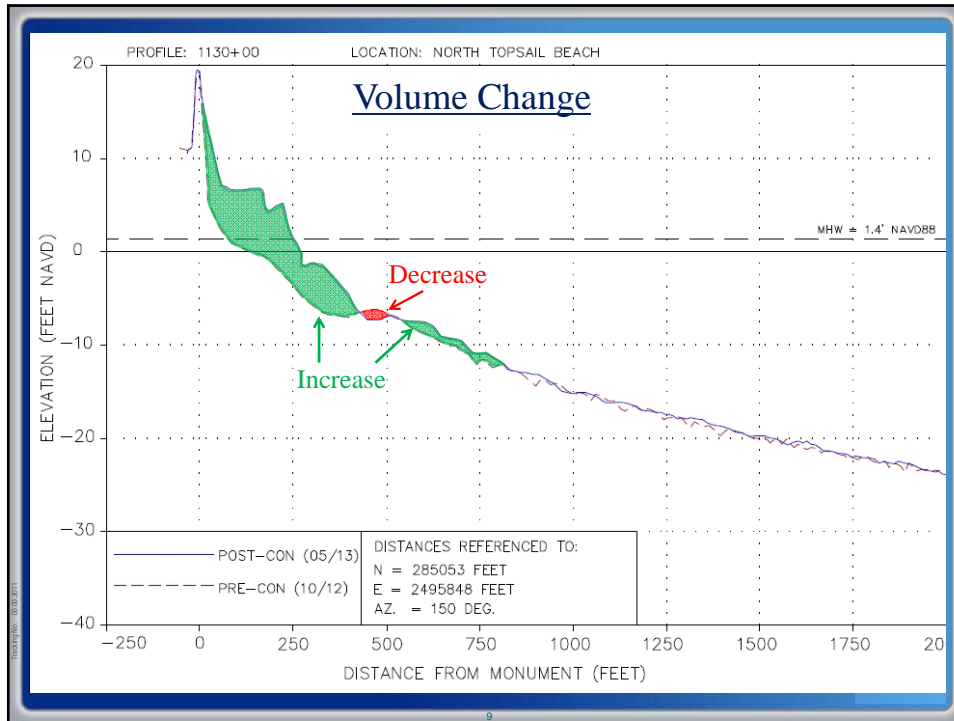
What Areas are Being Monitored?



What Areas are Being Monitored?







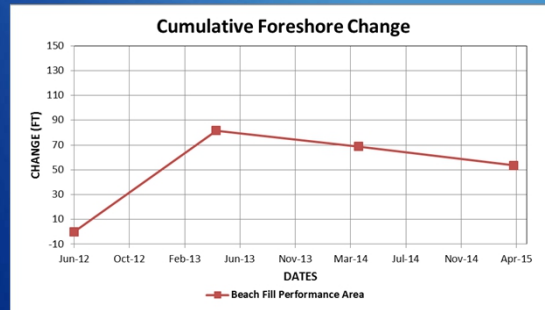
Beach Fill Performance - 1130+00 to 1090+00

Foreshore Shoreline Analysis

Pre-Con (June 2012) to Post-Con (May 2013) **+82 ft.**
 April 2014 to April 2015 **-15 ft.**
 Pre-Con (June 2012) to April 2015 **+54 ft.**

April 2014 to April 2015

Station No.	Shoreline Change (ft)
1130+00	-50
1120+00	-31
1110+00	-14
1100+00	+7
1090+00	+6

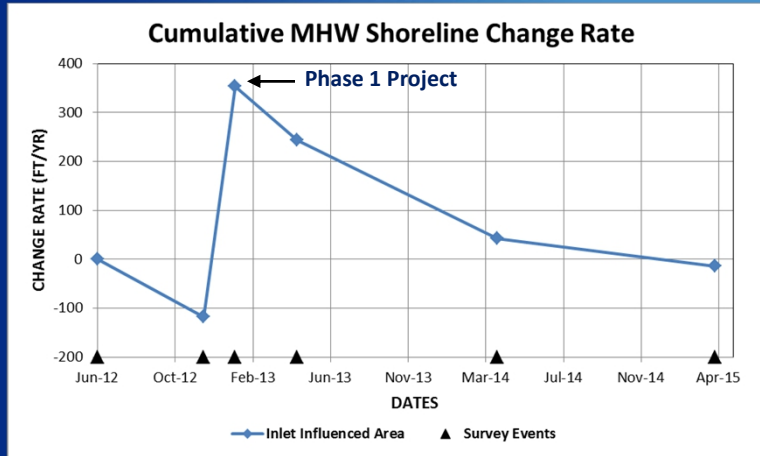


Phase 1 – Inlet Influenced Area Sta. 1160+00 to 1130+00



Phase 1 - Inlet Influenced Area 1160+00 to 1130+00

MHW Shoreline Analysis



13

Southern Adjacent Shoreline Sta. 1090+00 to 1040+00



14

Southern Adjacent Shoreline - 1090+00 to 1040+00

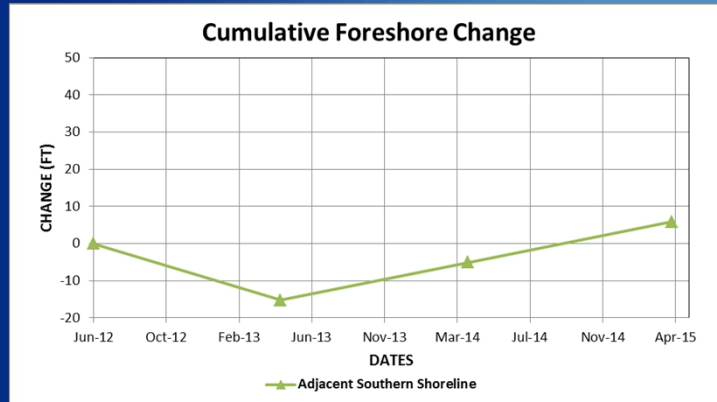
Foreshore Shoreline Analysis

April 2014 to April 2015

+9 ft.

Pre-Con (June 2012) to April 2015

+6 ft.



10/10/15 10:00:2011

Onslow Beach Shoreline – Volume Change and Shoreline Change



10/10/15 10:00:2011

Onslow Beach Shoreline Volume Change and Shoreline Change

- **MHW Shoreline Change**
 - Annualized Average: **-5 ft./yr**
 - Historic Annualized Average (2005 - 2012): **-12 ft./yr**

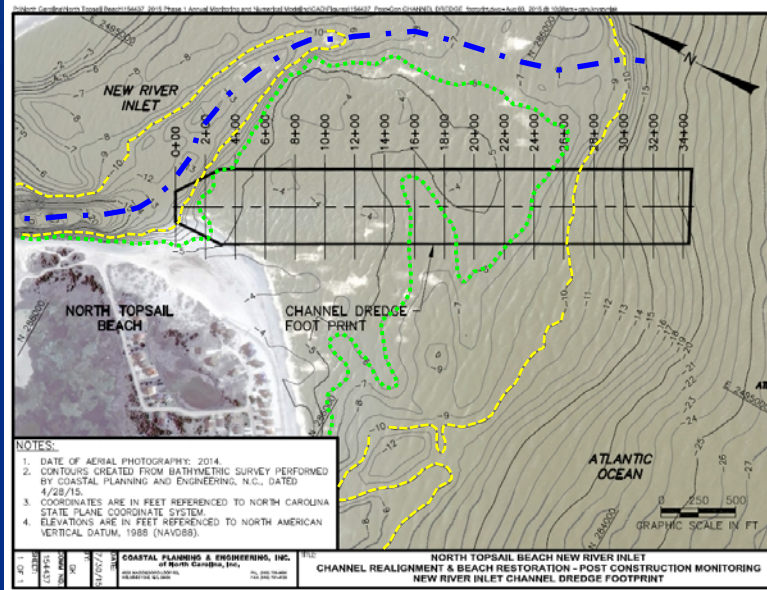
- **Foreshore Change**
 - Annualized Average: **0 ft./yr**
 - Historic Annualized Average (2005 - 2012): **-10 ft./yr**

- **Volume Change** (Oct. 2012 to April 2015) = **+21,300 cy**
 - Annualized Average: **+1 cy/ft./yr**
 - Historic Annualized Average (2005- 2012): **-4 cy/ft./yr**

Channel Shoaling – Volume Change

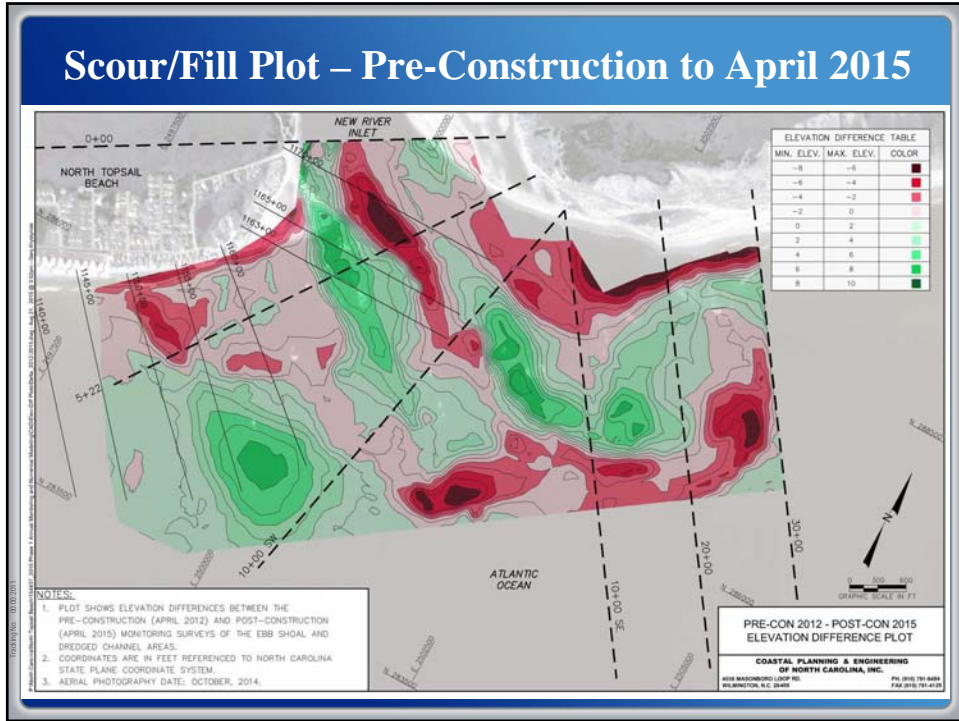
Years Since Construction	% Predicted Shoal Volumes	% Actual Shoal Volumes
1	45	56
1.2 (15-months)		79
2	72	-
2.3 (27-months)	75	112

Channel Shoaling

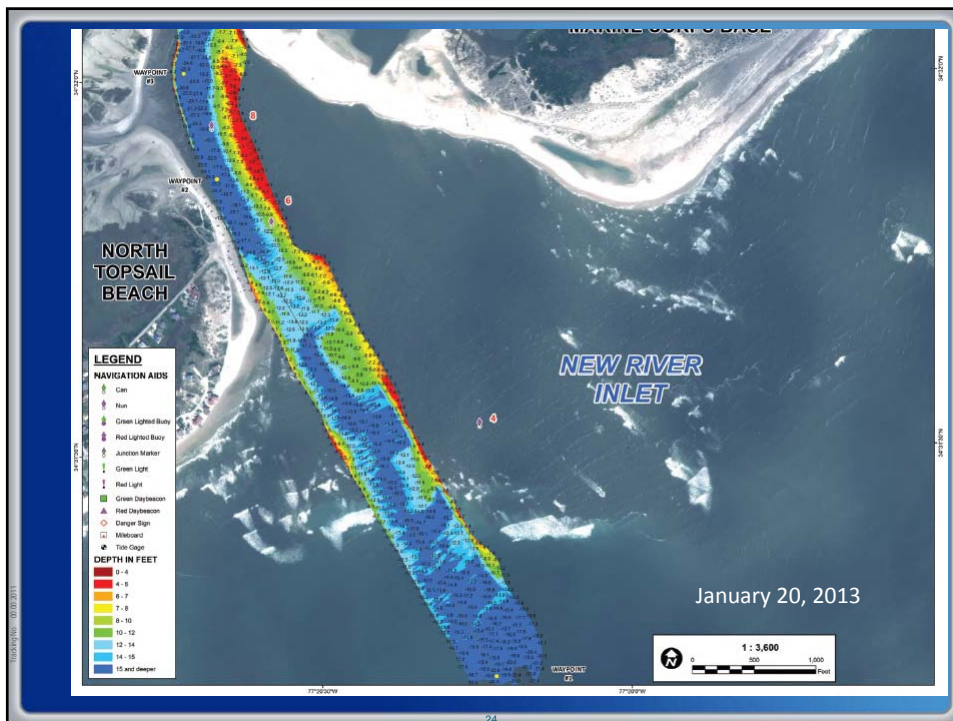
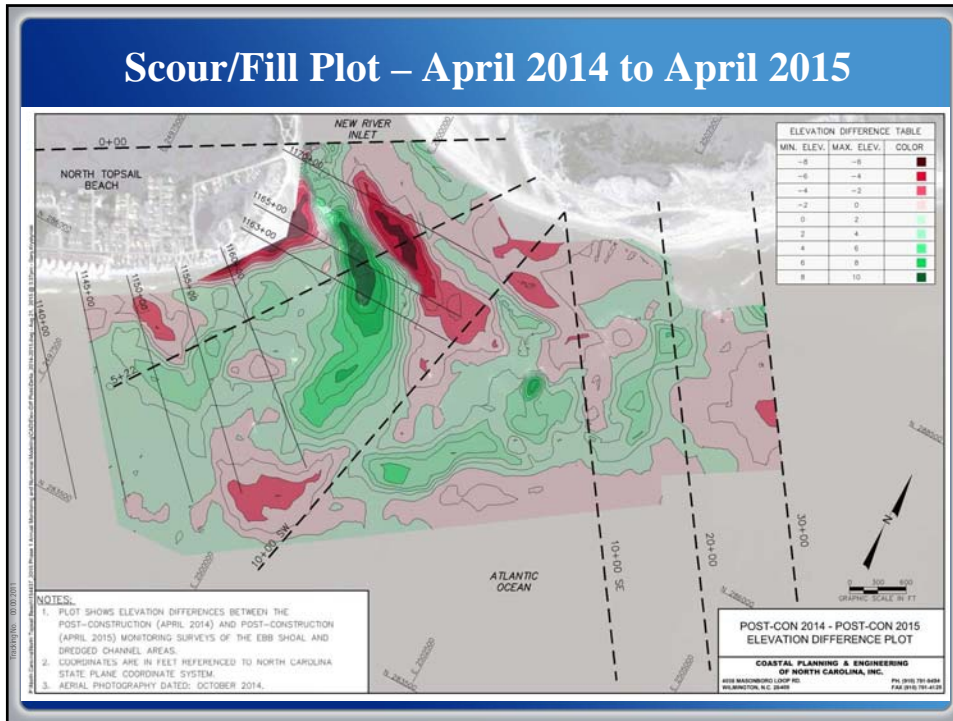


Phase 1 – Ebb Shoal Reconfiguration

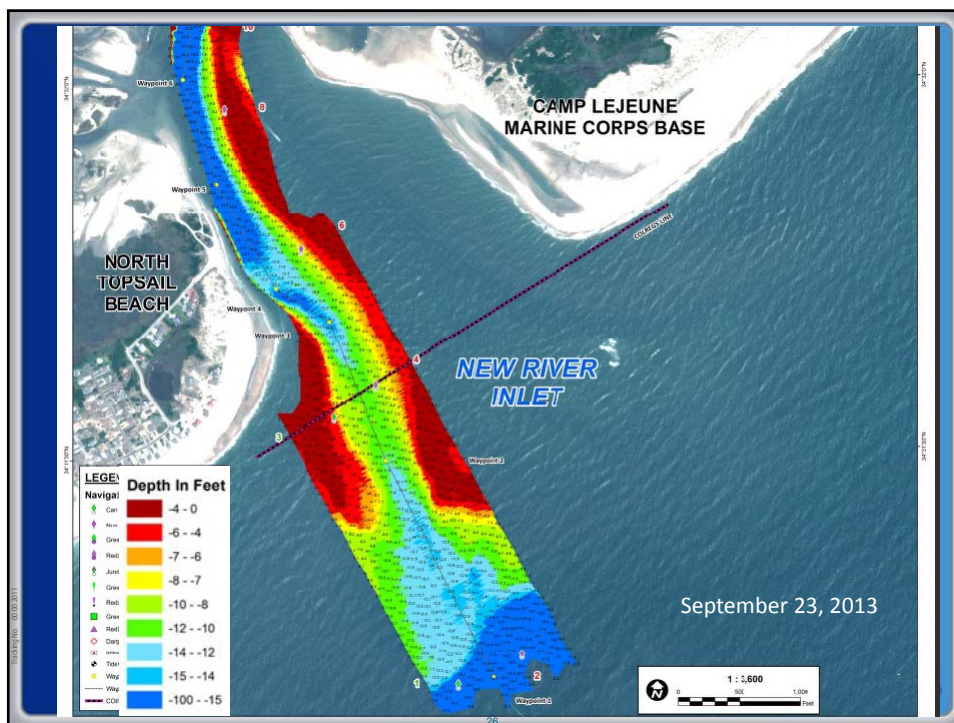
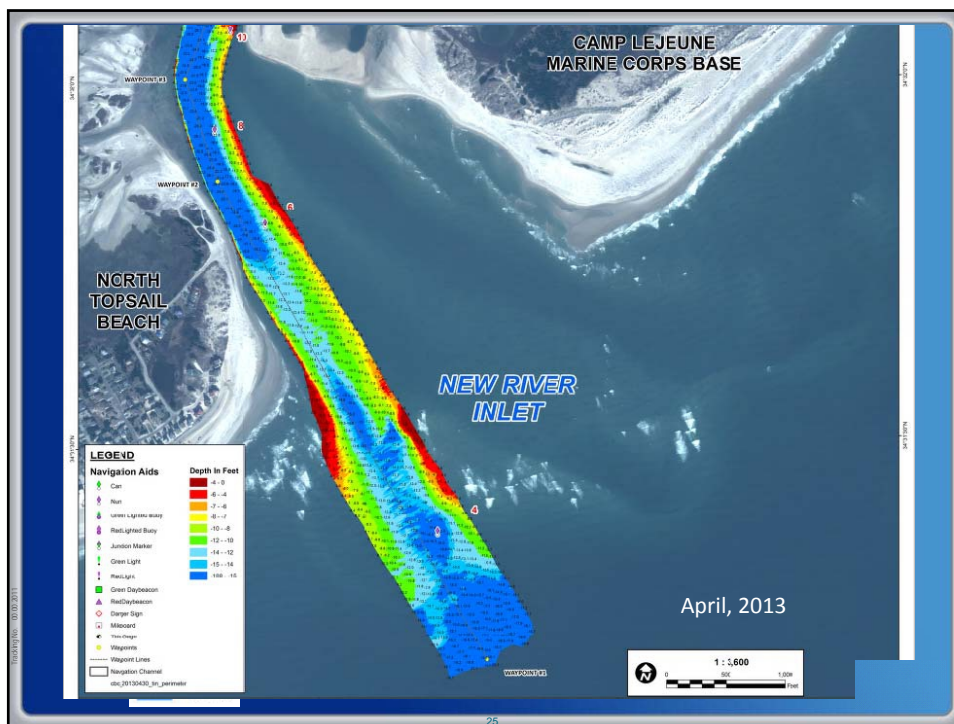




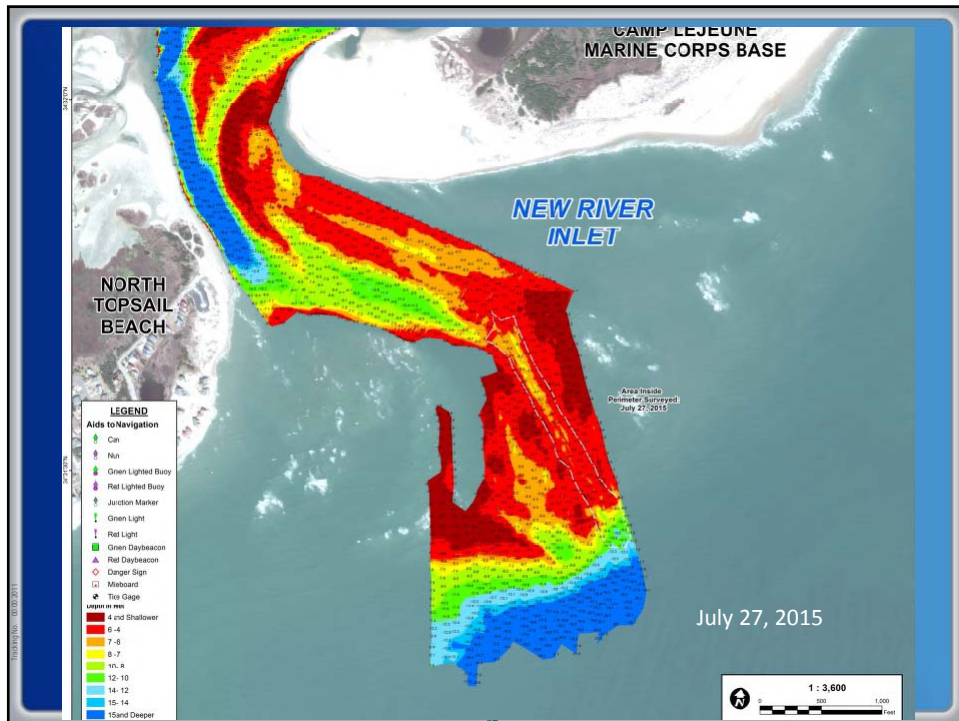
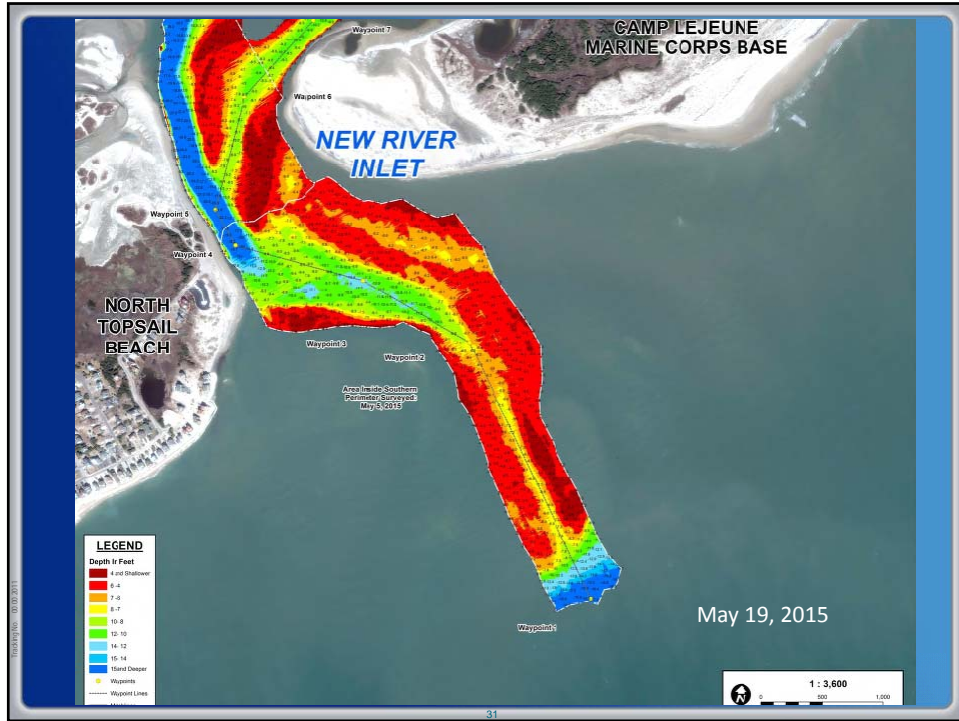
Scour/Fill Plot – April 2014 to April 2015



ATTACHMENT A
Board of Aldermen Meeting Minutes
September 3, 2015



ATTACHMENT A
 Board of Aldermen Meeting Minutes
 September 3, 2015



Conclusions

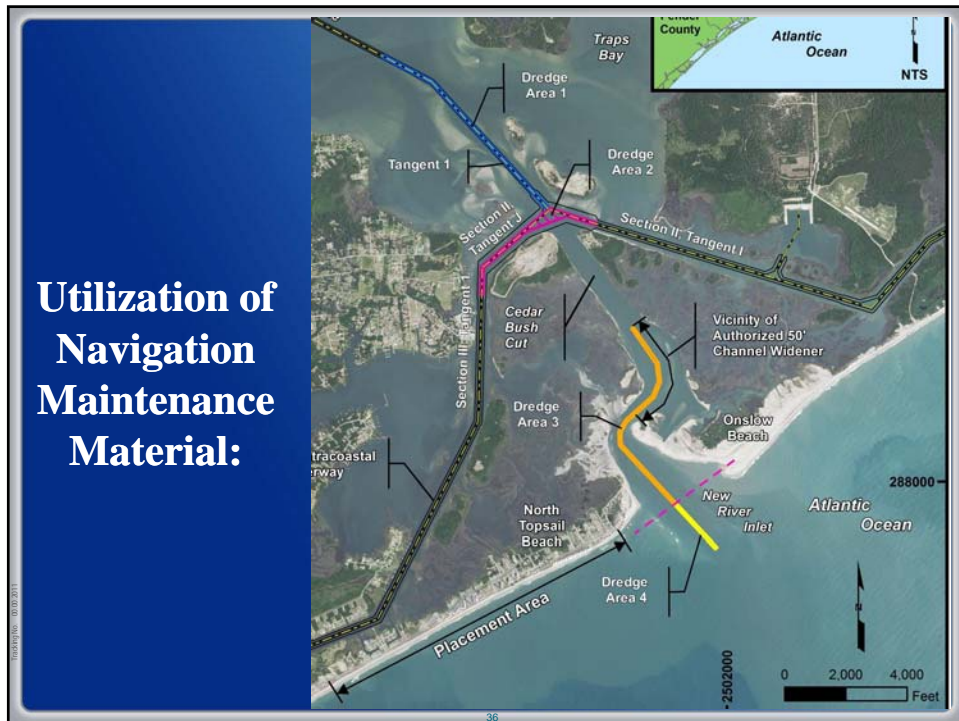
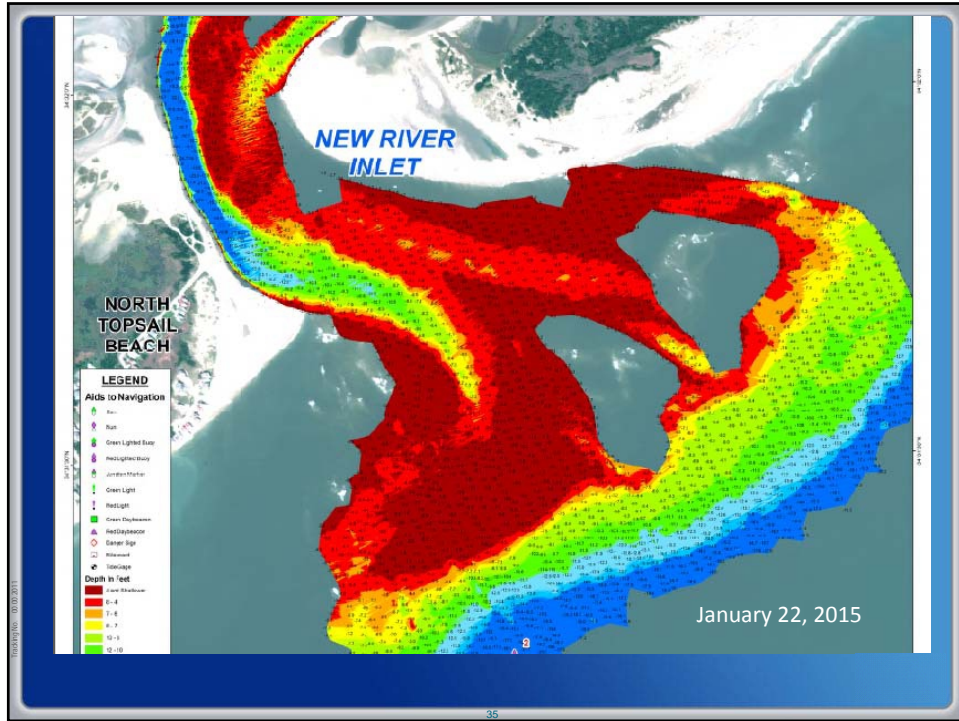
- Beach Fill Performance (Sta. 1130+00 to 1090+00): Remains Stable. Modest shoreline change and erosion rates. Some higher rates in the vicinity of the sand bag revetment.
- Inlet Influenced Area – High rates of erosion continued up until construction of the Sand Bag Revetment. Post-Con rates comparable to pre-con rates north of The Reefs. Erosion northeast of the revetment continues.
- Southern Adjacent Shoreline (Sta. 1090+00 to 1040+00) – Continued to widen and gain sand.
- Channel Shoaling – Migration of the channel and channel shoaling have exceeded thresholds.
- Onslow Beach Shoreline – Post-Construction rates remain less than historical pre-construction rates.
- Ebb Shoal Reconfiguration – Positive response to the channel realignment in the first 2 years. Migration and shoaling of channel, may have stalled the process of ebb shoal reconfiguration.

33

What is Currently Being Done:

- Working the Contingency Plan Presented in February:
 - Coordination of federal channel maintenance dredging
 - Utilization of Navigation Channel Maintenance Material
 - Modified Construction Plan for Maintenance of Channel Realignment
 - Evaluation of a Terminal Groin
- Collaboration with Community/Military Cooperative Planning Group
- North End Interim Project

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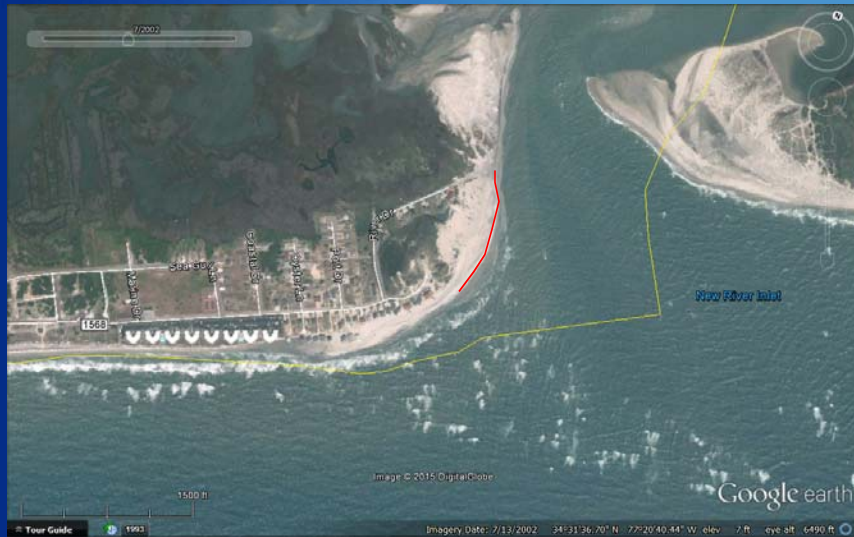


North End



37

July 2002 – Navigation Maint. Underway



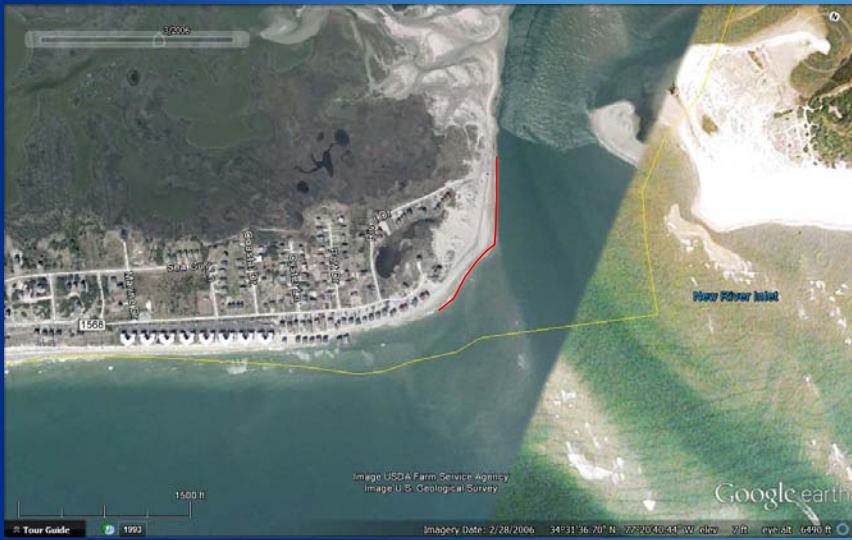
38

March 2003 – 8 Months Post- Construction



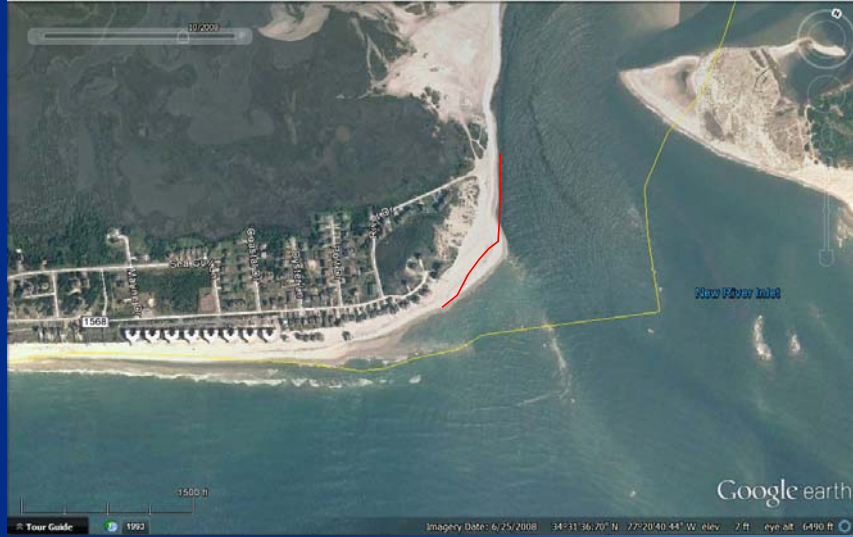
39

March 2006 – Navigation Maint. (2006 and 2007)



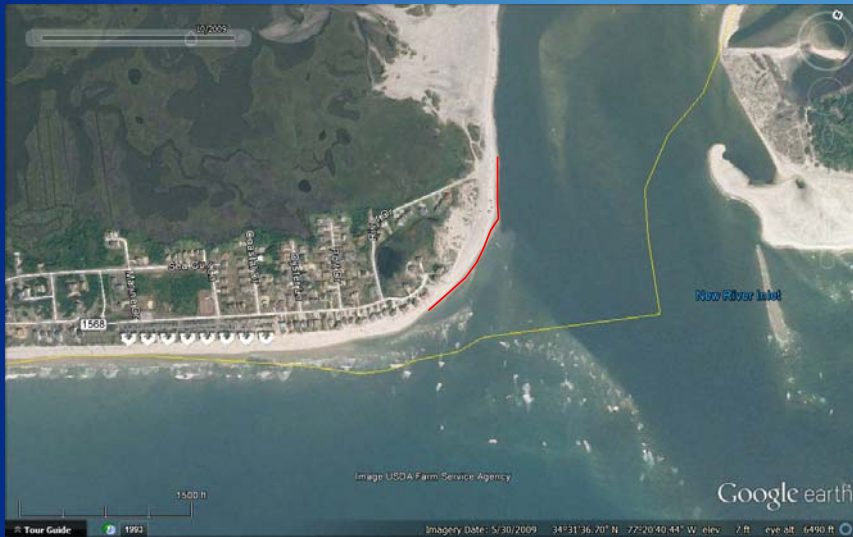
40

October 2008 – Post Construction



41

October 2009 – Pre-Navigation Maint. 2010 & 2011



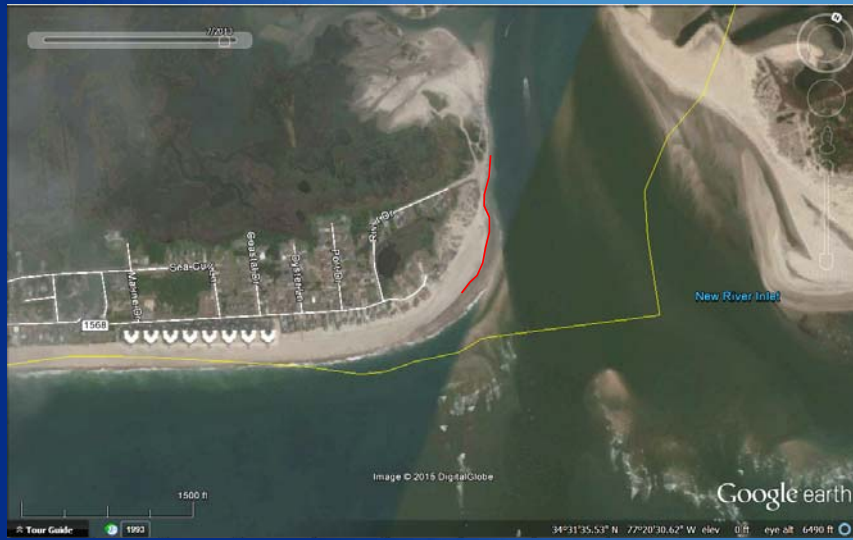
42

December 2011 – Post Navigation Maint.

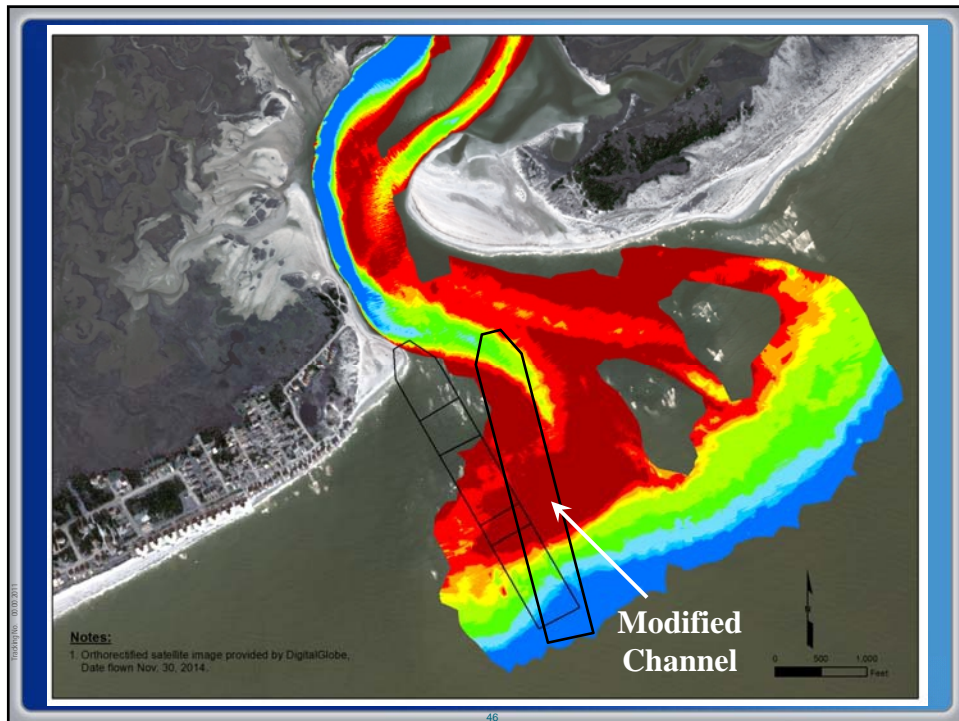


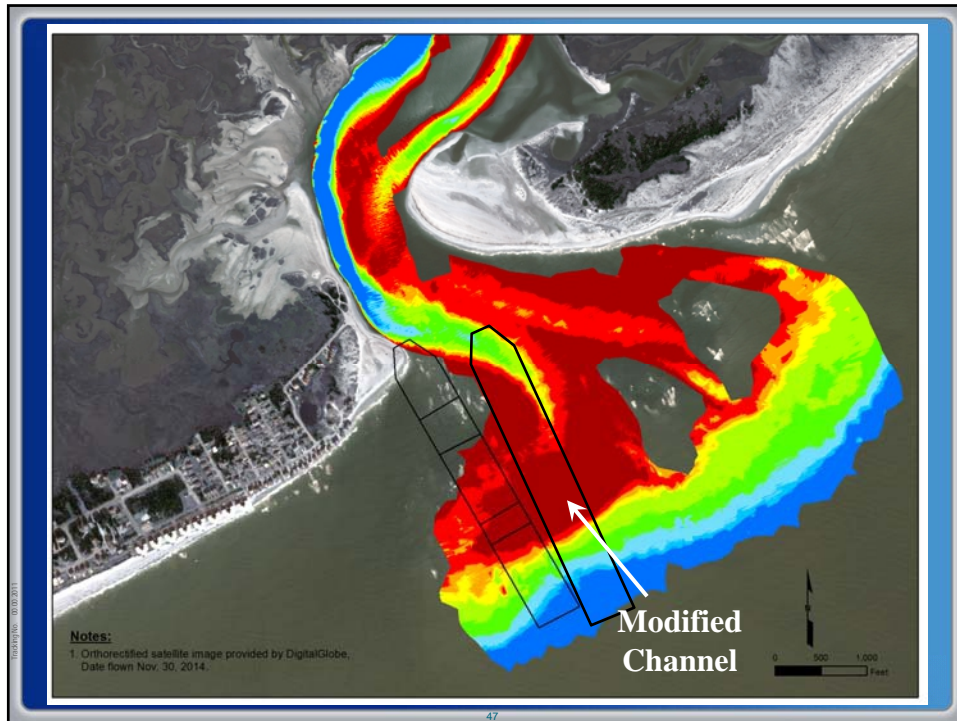
43

July 2013



44





What is Currently Being Done:

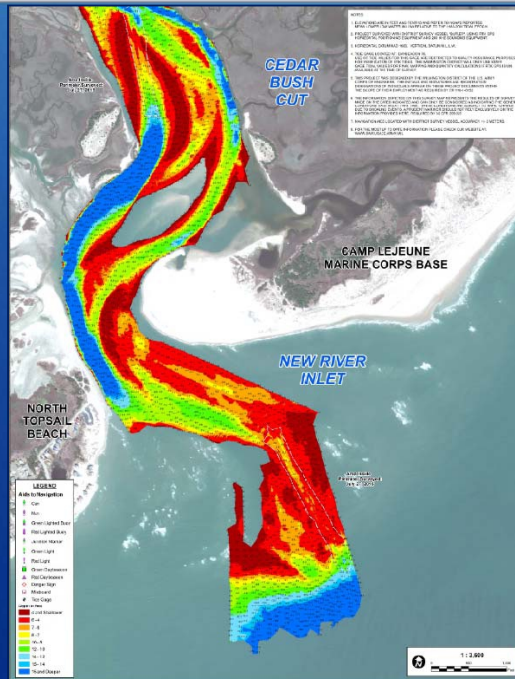
- Working the Contingency Plan Adopted by the Town in February:
 - Coordination of federal channel maintenance dredging
 - Utilization of Navigation Channel Maintenance Material
 - Modified Construction Plan for Maintenance of Channel Realignment
 - Evaluation of a Terminal Groin
- Collaboration with Community/Military Cooperative Planning Group
- North End Interim Project

North End Interim Project



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Questions?



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Additional Slides

09/03/2015 09:00:2011



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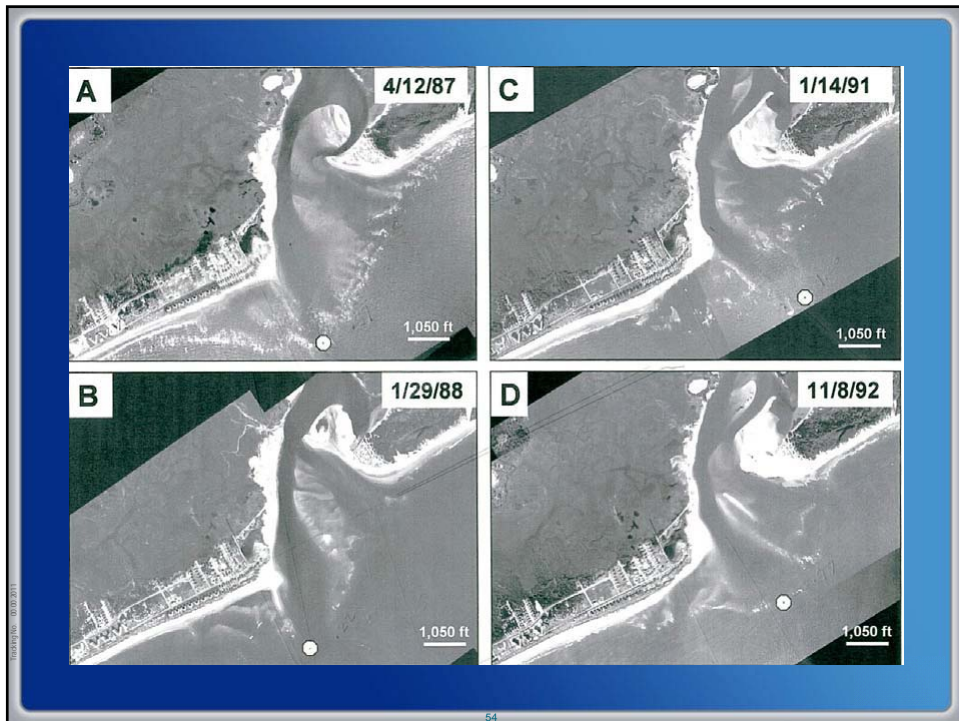
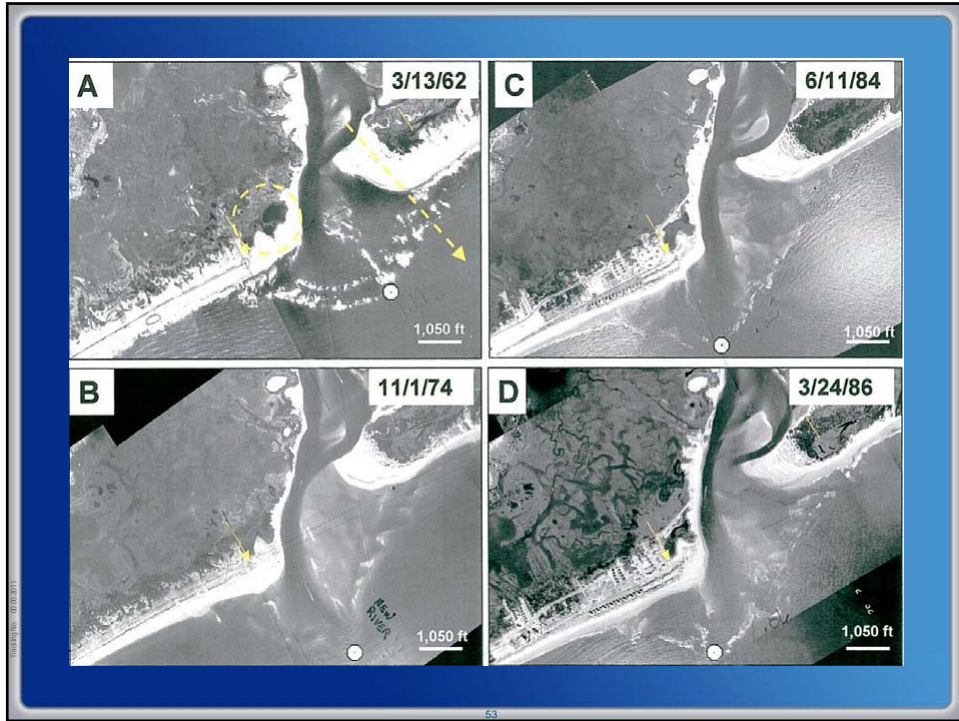
Example of wave refraction showing change in wave direction and sediment transport as waves propagate over the NRI ebb tide delta.



09/03/2015 09:00:2011

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ATTACHMENT A
Board of Aldermen Meeting Minutes
September 3, 2015

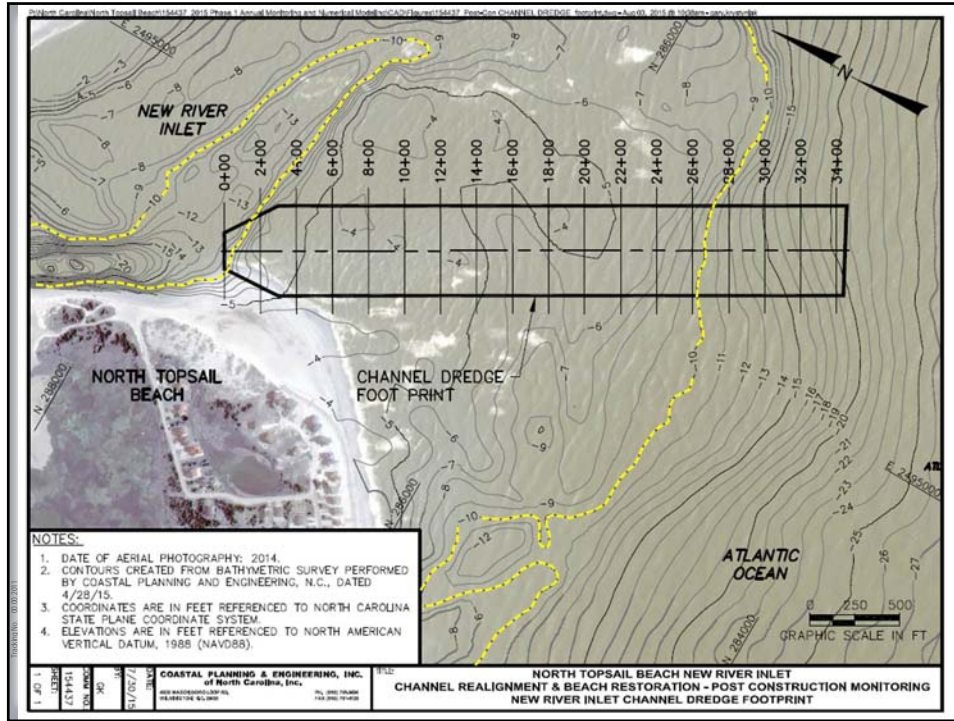








ATTACHMENT A
 Board of Aldermen Meeting Minutes
 September 3, 2015



Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Special Meeting Minutes Monday, September 14, 2015 2:00 P.M.

PRESENT: Mayor Daniel Tuman, Aldermen Don Harte, Richard Peters and Richard Macartney, Town Manager Stuart Turille, Assistant Town Manager/Town Clerk Carin Faulkner, and Town Attorney Brian Edes

NOT PRESENT: Mayor Pro Tem Leonard & Alderman Suzanne Gray

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 2:00 p.m.
- II. **APPROVAL OF AGENDA:**
 - Alderman Harte made a motion to approve the agenda as presented. Alderman Peters seconded the motion.
 - The motion passed unanimously.
- III. **UPDATE ON INLET AREA:**
 - Mayor Tuman introduced this item.
 - Mr. Turille summarized the actions the Board of Aldermen took at their September 3, 2015 meeting. He indicated that the Division of Coastal Management (DCM) has determined that the parking lot area is experiencing “accelerated erosion” and that DCM will allow an emergency permit to install sand bags in the area. He explained that both DCM and CP&E think that a small sand bag revetment would halt erosion and mitigate flooding to River Road. DCM indicated that if the Town does nothing and the parking lot continues to deteriorate, that the Town would be responsible for removing the asphalt (cost approx. \$100,000).
 - Mr. Turille said that he issued two Requests for Proposals, one for the trucking in of sand (low responsive bidder Norris Construction - \$105,000) and one for sand bags (low responsive bidder C.M. Mitchell - \$367,950). He asked that the Board award the contracts to the lowest bidders.
 - Mr. Turille took questions from the Board.
 - There was discussion about the need for a variance. The emergency permit for the bags does not mean the Town will stop pursuing a variance for a long term revetment which could take 3-4 more months.

- Mr. Turille discussed the Town's fund balance and the funds that are coming into the Town. He said that the funds are available to do these projects.
- Mayor Tuman briefly updated the Board in regards to the discussions at the State level about terminal groins. During budget discussions two groins were added into legislation. The legislation still needs to go to the full house and senate.
- Mr. Turille took questions from the Board.
- Mr. Best (Public Works Director) indicated that the hauling in of sand could begin as early as Wednesday.
- There was discussion.
- Alderman Harte made a motion to approve the low responsive bidder for trucking in sand, Norris Construction for \$105,000 and to approve the low responsive bidder for the sand bag revetment, C.M. Mitchell Construction for \$367,950. Alderman Peters seconded the motion.
- There was discussion.
- The motion passed 3 to 0. Aldermen Harte and Peters voted in favor of the motion and Alderman Macartney abstained; his vote was counted in favor.

IV. **ADJOURNMENT:** Alderman Harte made a motion to adjourn. Alderman Peters seconded the motion. The motion passed unanimously. The meeting adjourned at 2:50 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 10/1 /2015

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Thursday, October 1, 2015 6:30 P.M.

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Suzanne Gray, Don Harte, Richard Macartney, and Richard Peters, Town Attorney Brian Edes, Town Manager Stuart Turille, and Assistant Town Manager/Town Clerk Carin Faulkner.

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Alderman Richard Peters gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Tuman led those present in the Pledge of Allegiance.
- IV. **APPROVAL OF AGENDA:**
 - Mayor Tuman introduced the agenda and the requested an amendment (to add New Business Item C – Request to Approve Budget Amendment #3).
 - Alderman Peters made a motion to approve the agenda as amended. Mayor Pro Tem Leonard seconded the motion.
 - The motion passed unanimously.
- V. **PUBLIC HEARINGS/PRESENTATIONS:**
 - A. **Public Hearing – Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment Project:**
 - Mayor Tuman introduced this item.
 - Mr. Edes indicated that there had been a request made by a representative of a majority of the property owners at the north end who are directly affected by the assessment. The request indicated that a number of the clients would not be able to make it to tonight's public hearing due not only to the projected weather, but the events of last weekend and that they would like the hearing postponed. Mr. Edes said in light of the peculiar nature of a potential hurricane coming coupled with last weekend's events he recommends that the Town honor the request and reschedule the public hearing.

- Ms. Faulkner made a recommendation on the earliest date to comply with the notice requirements (October 15).
- Mr. Edes took questions from the Board.
- Alderman Gray made a motion to continue to this public hearing to October 15th per the request of the representative of the homeowners in the project area. Mayor Pro Tem Leonard seconded the motion.
- Alderman Macartney indicated that he would be out of town that day and requested that the Board change it to the 19th.
- Alderman Gray amended her motion to continue the public hearing to October 19th at 6:30 p.m. Mayor Pro Tem Leonard seconded the amended motion.
- The motion passed unanimously.

B. Public Hearing – Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment North Extension Project:

- Mr. Edes indicated that with respect to this hearing, he would make the same recommendation based on the same request for the same reasons as the previous hearing.
- Alderman Macartney made a motion to continue this public hearing to October 19th at 6:30 pm. Alderman Gray seconded the motion.
- The motion passed unanimously.

VI. MANAGER'S REPORT:

Mr. Turille gave the following report:

I. Shoreline Protection Projects:

1. **North End parking lot revetment and dune rehabilitation**—the project is ready to begin with the first favorable weather.
2. **2015 ICW/New River Dredge Project:**
 - North Topsail Beach continues to manage this project.
 - The project timetable continues to call for mobilization beginning January 2016.
 - Our costs are 25%, per the inter-local agreement with the County.
 - Project funds are already budgeted, in place, and not affected by the recent events at the north end parking lot and dune.
3. **Fall 2016 Channel Maintenance (Ocean Bar) Project:**
 - The Town received our \$500,000 State beach nourishment request in the Governor's budget.
 - The County confirmed a \$100,000 contribution to the project.
 - This brings our total committed funds to \$4,850,000.

The 2015 and 2016 projects continue our Shoreline Protection Plan. We continue to look at longer term options for the area, including terminal groin feasibility.

4. **North End Sand Bag Revetment:** the revetment protected the 1,750 linear feet of shorefront during the recent combination nor'easter, super moon and high tide event with over-wash

largely occurring in a 500' section. Slipped/deflated bags are being repaired or replaced. I am asking tonight for a budget amendment for emergency funds in the revetment maintenance item, in anticipation of Hurricane Joaquin.

II. Hurricane Joaquin: Town and County staff met with a representative of the Governor to discuss plans for County, State and FEMA assistance and to coordinate efforts. We will know more about the path tomorrow and update everyone after a meeting at the County EOC office, Friday morning.

III. Multi-Use Path: an RFQ to be issued for an engineering cost estimate to expand the path (not a conceptual study).

IV. Town Manager scholarship award (Local Government Federal Credit Union) leadership course at UNC School of Government: the course requires attendance the weeks of October 19-23 and November 9-13. The Assistant Town Manager will manage operations in my absence and will be briefed on outstanding issues. I will be checking in by phone and email and am only 2 hours away if need be.

V. 2015 Summer Visitor Season concludes successfully- request that we have an end of season lunch: Friday October 30 at the Town Park?

Mr. Turille took questions from the Board.

VII. ASSISTANT TOWN MANAGER'S REPORT:

Ms. Faulkner gave the following report:

Re-Entry Pass Renewal

The Town has received a tremendous response from property owners who have submitted their renewal forms to have their re-entry passes renewed for 2016-2019. Town Staff has using the information provided on the forms to update Connect CTY system so the Town will have an improved method of notifying property owners about important Town news. The 2015 hurricane season officially ends on November 31, 2015. If you still have a red or blue sticker you are okay for now. Town Staff will begin giving out the passes and mailing them in January 2016.

Slogan Contest

The Town has now received over 150 entries! The contest ends at 2:00 p.m. on October 28th. The Board will be selecting the winner at their November 5th meeting. The winner will be recognized at the meeting and will receive a certificate.

Onslow County Community Health Assessment Survey

As mention previously, Town Staff represents NTB on the Onslow County Community Health Assessment Team. The team has completed the health assessment survey and it is now available online (<https://www.research.net/r/CHAOCHD2015>). This collaboration between the public and public health is used to develop health action plans to improve specific areas identified by residents. Town Staff has posted a link to the survey on the Town's website and social sites. Please take a few moments to complete the survey.

Litter Clean Ups

The Town would like to express its appreciation to the Carolina Trail Stalkers jeep club and the Sierra Club Croatan Group. Both groups conducted litter clean ups on the beach and around the boat ramp area and removed a lot of trash. Thank you volunteers for keeping NTB safer and cleaner!

Police Car Replacement

In May one of our police vehicles was totaled in an accident that was not the fault of our officer. Fortunately, our officer was not severely injured, nor was the other driver. The other driver's insurance initially wanted to settle the claim for less than \$9,000, which would not nearly replace the vehicle and the equipment that was damaged. Town Staff negotiated with the insurance carrier and was able to recover \$22,840.61 and the Town will be able to replace the vehicle and equipment, the check arrived last Tuesday.

Fireball Run

Fireball Run was in Town this week. There was a Mayor's Reception and all four mayors in the area welcomed everyone. It was a very successful event. Tammy Proctor, who coordinated the event, said that we raised the bar for the program. For anyone who is interested, there may be some video footage on the Fireball Run website. Previous seasons of the show can be found on Netflix and the season including Topsail Island should be on Netflix by next September.

Upcoming Events

- Topsail Island Fall Surf Fishing Challenge October 2-4 – Rescheduled to November 6-8
- Autumn with Topsail – October 17 & 18
- SeaView Fishing Pier's Annual Military Appreciation Fishing Tournament – Now – Oct 24th

Ms. Faulkner took questions from the Board. Mayor Tuman asked Ms. Faulkner to tell the audience how they can be kept informed on the storm. Ms. Faulkner said anyone interested in updates on the storm should to sign up for the Town's Connect-CTY notification system (link on the Town's website) and check on the Town's website and social sites for updates. Ms. Faulkner added that the Onslow County Emergency Services took aerial video of the Town's shoreline yesterday and that they will be coming back after to the storm as well.

VII. OPEN FORUM:

Mr. Don Martin of 207 Oyster Lane – Mr. Martin made comments in support of a terminal groin. He urged the Board to put in for a terminal groin.

VIII. CONSENT AGENDA:

- A. Approval of Minutes - September 3, 2015 and September 14, 2015
- B. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
- C. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA
 - Alderman Peters made a motion to approve the Consent Agenda as presented. Alderman Harte seconded the motion.
 - The motion passed unanimously.

IX. NEW BUSINESS:**A. Request to Adopt Ordinance 2015-10 – Sand Dune Protection:**

- Ms. Faulkner introduced this item.
- Alderman Macartney made a motion to adopt Ordinance 2015-10 – Sand Dune Protection as drafted. Alderman Gray seconded the motion.
- The motion passed unanimously.

B. Request to Approve Budget Amendment # 2:

- Mr. Turille introduced this item.
- Ms. Bonnie Kline, Finance Officer assisted Mr. Turille.
- Mr. Turille and Ms. Kline took questions from the board.

- Alderman Peters made a motion to approved Budget Amendment #2 as presented. Alderman Gray seconded the motion.
- The motion passed unanimously. Alderman Macartney abstained from voting; his vote was counted as affirmative.

C. Request to Approve Budget Amendment #3:

- Mr. Turille introduced this item.
- Mr. Turille and the Town Attorney took questions from the Board.
- Mayor Pro Tem Leonard made a motion to approve Budget Amendment #3 as presented. Alderman Gray seconded the motion.
- The motion passed unanimously.

X. **OPEN FORUM:** No one came forward.

XI. **ATTORNEY'S REPORT:** Mr. Edes did not have a report.

XII. **MAYOR'S REPORT:** Mayor Tuman reported on the meeting with the Governor's representative, Chairman of the Onslow County Board of Commissioners, County Manager, Town Manager, and Coastal Engineers regarding the approaching storm and what actions we should take and how we will assess the damage. He asked everyone to use their own judgement. If it looks serious and dangerous and you live here, he said you might want to consider leaving and coming back when conditions improve. He said that the Town's Public Information Officer and the County will keep the public informed. He said be careful and be safe.

XIII. **ALDERMEN'S REPORT:**

Alderman Macartney – Mr. Macartney explained why he has been abstaining on votes. He said that he has lived here 20 years and that his home is on the ocean's end and he thinks that last weekend's event was the worst erosion damage that we have had on this island from a non-hurricane event in the last 20 years. He described the loss off his dune. He said that this Town has been trying to protect the north end and some days it looks like we are doing good and others not so good, but at some point we have to take care of the whole not the parts. At some point you can't save everything. He said these are tough decisions and there are no right answers but that's the price of being a Town official. He said sometimes it looks like he is abstaining, but he said he is trying to make a point that there is limited funds and there are a lot of opportunities to spend it and he for one would like to take a little bit more time looking at the consequences of each decision as it reflects the next 20 years down the line.

Mayor Pro Tem Leonard – Mr. Leonard thanked everyone for coming out. He said to keep in mind that it was just not Topsail Island and North Topsail Beach that took it on the chin this past weekend. He said he hopes that everyone is safe and wished everyone well through the upcoming storm.

Alderman Gray – Mrs. Gray thanked everyone for coming out in the rain. She thanked Mr. Turille for all of his work with the County. She thanked Ms. Faulkner for the reports she puts out.

Alderman Peters – Mr. Peters thanked everyone for coming out and as our Town invocation states, “may we all be spared the ravages of hurricanes and storms.”

Alderman Harte – Mr. Harte thanked everyone for coming.

XIV. **CLOSED SESSION:** Per N.C.G.S. 143-318.11 Closed Sessions (3): To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Alderman H made a motion to go into Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.

There was discussion.

Alderman Harte made a motion to come out of Closed Session. Mayor Pro Tem Leonard seconded the motion. The motion passed unanimously.

No action was taken.

XV. **ADJOURNMENT:** Alderman Macartney made a motion to adjourn. Alderman Gray seconded the motion. The motion passed unanimously. The meeting adjourned at 7:45 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Special Meeting Minutes Monday, October 19, 2015 6:30 P.M.

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Don Harte, Richard Peters and Richard Macartney, Assistant Town Manager/Town Clerk Carin Faulkner, and Town Attorney Brian Edes

NOT PRESENT: Town Manager Stuart Turille

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.
- II. **APPROVAL OF AGENDA:**
 - Alderman Gray made a motion to approve the agenda as presented. Alderman Peters seconded the motion.
 - The motion passed unanimously.
- III. **PUBLIC HEARING – PRELIMINARY ASSESSMENT ROLL FOR THE BEACH EROSION CONTROL AND FLOOD AND HURRICANE PROTECTION WORKS NORTH END SAND BAG REVETMENT PROJECT:**
 - Ms. Faulkner and Mr. Edes introduced this item.
 - Mayor Pro Tem Leonard made a motion to open the public hearing. Alderman Gray seconded the motion. The motion passed unanimously.
 - The following citizens/citizen's representatives were heard:

Richard Farley of 2300-1 New River Inlet Road – Mr. Farley made comments against the assessment. He said he thinks the assessment is unfair and that the work on the revetment was shabby. He also indicated that some areas got more bags than others.

Paul Woodby of 464 Ocean Drive – Mr. Woodby made comments about the Phase 5 project which were unrelated to the public hearing topic.

Jim Conner (representative for 35 property owners) – Mr. Conner made a presentation that identified issues he and his clients have with how the Town reached the final cost. He commented that the sand bag revetment was not built as the Town told the homeowners it would be and pointed out that the Topsail Reef sandbag revetment cost less and it works. He said his clients are being asked to pay more for something that doesn't work. He identified an error in the assessment roll spreadsheet.

Dean Haldeman of 2294 New River Inlet Road – Mr. Haldeman made comments about his concerns with the installation of the sand bags. He said he does not think he and his neighbors are getting equal protection.

Mr. Conner passed out written statements from some of the people he represents and a copy of his presentation.

- Mayor Pro Tem Leonard made a motion to close the public hearing. Alderman Gray seconded the motion. The motion passed unanimously.
- Mr. Edes advised the Board to table action on this item.
- Mayor Pro Tem Leonard made a motion to table action on this item. Alderman Gray seconded the motion. The motion passed unanimously.

IV. PUBLIC HEARING – PRELIMINARY ASSESSMENT ROLL FOR THE BEACH EROSION CONTROL AND FLOOD AND HURRICANE PROTECTION WORKS NORTH END SAND BAG REVETMENT NORTH EXTENSION PROJECT:

- Ms. Faulkner indicated that the information for this project was included in her introduction of the previous item.
- Alderman Gray made a motion to open the public hearing. Mayor Pro Tem Leonard seconded the motion. The motion passed unanimously.
- The following citizens/citizen’s representatives were heard:

George Vann of 2386 New River Inlet Road – Mr. Vann passed out a statement. He thanked the Board for having the public hearing. He read his statement which included comments about the damage the geotube did to his property and that he was not notified in advance of the project because the lot adjacent to him is a Town owned lot. He commented about the cost of the project and the burden it will have on his family. He asked the Town for help.

Jim Conner (representative for 35 property owners) – Mr. Conner made a presentation about the north extension project. He showed photos of the houses in this area before and after the installation of the geotube. He showed before and after pictures of the spit area. He commented that the property owners in the extension area should not have to pay for the sand bags that are needed because of the damage that the geotube installation caused.

- Mayor Pro Tem Leonard made a motion to close the public hearing. Alderman Gray seconded the motion. The motion passed unanimously.
- Attorney Edes suggested that the Board go into closed session.
- Alderman Harte made a motion for the Board to go into closed session to consult with the Town Attorney (N.C.G.S. 143-318.11 Closed Sessions 3). Alderman Gray seconded the motion. The motion passed unanimously.
- There was discussion in closed session. No action was taken.
- Alderman Peters made a motion to come out of closed session. Alderman Harte seconded the motion. The motion passed unanimously.

- Alderman Peters made a motion to take no action at this time. Alderman Gray seconded the motion.
- There was discussion.
- Attorney Edes made a recommendation that the Board amend the motion to table this item and to give Town Staff authorization to re-advertise the hearing if needed.
- Alderman Macartney requested a friendly amendment to take the advice of the attorney to table this item and to give staff authorization to re-advertise the hearing if needed. Alderman Peters accepted the friendly amendment. Alderman Harte seconded the motion.
- The motion passed unanimously.

V. **ADJOURNMENT:** Mayor Pro Tem Leonard made a motion to adjourn. Alderman Gray seconded the motion. The motion passed unanimously. The meeting adjourned at 7:40 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 11/5/2015

Town of North Topsail Beach

Daniel Tuman, Mayor
Tom Leonard, Mayor Pro Tem
Aldermen:
Suzanne Gray
Don Harte
Richard Macartney
Richard Peters



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Board of Aldermen Regular Meeting Minutes Thursday, November 5, 2015 6:30 P.M.

PRESENT: Mayor Daniel Tuman, Mayor Pro Tem Tom Leonard, Aldermen Suzanne Gray, Don Harte, and Richard Peters, Town Attorney Brian Edes, Town Manager Stuart Turille, and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Alderman Richard Macartney

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Mayor Tuman gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Tuman led those present in the Pledge of Allegiance.
- IV. **APPROVAL OF AGENDA:**
 - Mayor Pro Tem Leonard made a motion for the Board of Aldermen to approve the agenda but to table New Business A Post-Storm Dune Rehabilitation Efforts to the New Business portion of the December meeting so that the new Board makes the decision. Alderman Gray seconded the motion.
 - The motion passed unanimously.
- V. **PUBLIC HEARINGS/PRESENTATIONS:**
 - A. **Presentation – Slogan Finalists and Entries Announced and Once Voted On, Presentation of Certificate to Slogan Contest Winner:**
 - Ms. Faulkner introduced this item. She read aloud the slogans that were chosen as finalists. She did not include the name of the contestants.
 - The Board of Aldermen voted with secret ballots. The Town Attorney announced the results. Two Board members were in favor of “11 Miles of Smiles.” Two Board members were in favor of “Nature’s Tranquil Beauty.”
 - The tie was broken by Mayor Tuman who chose “Nature’s Tranquil Beauty.”

- For the record, here are the finalists and their entries:

11 Miles of Smiles – Wayne Pace
Beauty Between Sea n’ Sound – Don & Nancy Lowe
Come for a Visit, Stay for a Lifetime – Rufus & Sharon Murray
Where the Sea Meets the Sky – William Horstmann
Life is Better Here – Nick Maradei
Where the Sun Meets the Surf – Robert Shertz
Where the Sound Meets the Sea – Lori Kizior
Nature’s Tranquil Beauty – Terri Jennings

B. Public Hearing – Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment Project – *This hearing was re-advertised in order to file a revised Preliminary Assessment Roll:*

- Ms. Faulkner introduced this item. She also presented a request made by the attorney representing several of the property owners in the assessment. The request was to postpone this hearing until December when the new Board takes office. She said this would be the time to grant the request if it is the pleasure of the Board.
- Mayor Pro Tem Leonard made a motion to open the public hearing. Alderman Gray seconded the motion. The motion passed unanimously.
- The following citizens/citizen’s representatives were heard:

Richard Farley of 2300-1 New River Inlet Road – Mr. Farley made comments against the assessment. He said that the sand bag revetment is not working. He said he has 1 to 2 feet of water behind and under his house at normal high tide. He said he has issues with how the Town came up with the five payments and that the Town could have come up with several other options. He said that the interest rate he calculated is 4.5% not the 3.5% that is presented. He said this is an onerous thing and he is not sure everyone can afford to pay it and thinks there should be more options and asked that the Town help in any way it can.

Jim Conner (representative for 35 property owners) – Mr. Conner made a presentation that identified issues he and his clients have with the assessment. He said that the assessment is premature, that the Town does not know what the final cost of the sandbag revetment will be. He said that the contractors did shoddy work which is already failing. He said that the geotube removal is in the contract price and that the new law passed would not require it to be removed. He also indicated that there was an error in the equipment rental cost, that some of the equipment invoiced to the Town was used for the Phase 5 project. He showed video of the Town’s revetment and the Topsail Reef’s revetment to indicate what he thinks the Town’s constructed revetment should look like and what it should do. He claimed that the frontages are wrong for eight of the lots with a trapezoidal shape and that the assessment roll should be recalculated based on the actual location of the landward toe of the revetment. He said that the assessment roll charges interest on the first payment even though it would be paid within 30 days and no interest would be due. He said that if the Town approves this

roll, another lawsuit will get filed within 10 days to challenge the assessment.

- Alderman Gray made a motion to close this public hearing. Mayor Pro Tem Leonard seconded the motion. The motion passed unanimously.
- Mayor Pro Tem Leonard made a motion to suspend the rules and to go into Closed Session (N.C.G.S. 143-318.11 Closed Sessions 3 – to consult with the Town Attorney). Alderman Harte seconded the motion. The motion passed unanimously.
- There was discussion in Closed Session. No action was taken.
- Alderman Peters made a motion to come out of Closed Session. Alderman Gray seconded the motion. The motion passed unanimously.
- Alderman Gray made a motion that the North Topsail Beach Board of Aldermen confirms the Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment Project. Alderman Harte seconded the motion.
- The motion passed unanimously.
- Per N.C.G.S. § 160A-228, the Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment Project was confirmed by the North Topsail Beach Board of Aldermen on November 5, 2015 at 7:36 p.m.

VI. MANAGER'S REPORT:

Mr. Turille gave the following report:

I. Shoreline Protection Projects:

1. **North End parking lot revetment and dune rehabilitation**—the revetment project is 38% complete. Expected completion is November 18. Dune Repair work (trucked-in sand) will begin immediately upon completion. The Parking lot, Beach access and River Road are closed to all non-four wheel vehicles until the project concludes.
2. **2015 ICW/New River Dredge Project:** the Town continues to manage this project:
 - Staff met with the project engineers on the timetable, with issuance of the permit in December and mobilization beginning January 2016.
 - Tonight we are approving a resolution to increase the state grant cost-share from 50% to 66.6%, based on the recent change in NC law. This would reduce our costs to 16% of the total and provide an additional \$140,000 to the project.
3. **2016 Channel Maintenance (Ocean Bar) Project:** Project design work is underway and is covered by grant funds. Total committed non-Town funds to the project are \$4,850,000 with a resolution tonight to increase the State cost-share to 66.6%, adding another \$1.4 million to our project.

These projects continue our Shoreline Protection Plan. CP&E will be here at the December meeting to update us on these.

4. **North End Sand Bag Revetment:** the revetment continues to work as designed, protecting 2,000 LF at the north end during the recent nor'easter, super moon and high tide events. Some over-wash occurred in a 200' section, which the revetment maintenance contractor is fixing.
 5. **Post Hurricane Dune Repair:** The Town and FEMA officials toured the beach to estimate post-storm damage, resulting in a request to FEMA for repair funds. We will discuss options to assist those in Phases 2-4 who incurred significant dune damage (25% to 100% loss), while awaiting word on the Presidential declaration.
- II. Multi-Use Path:** an RFQ was issued for an engineering cost estimate to expand the current path. The Planning Director is discussing plans with NCDOT, Jacksonville RPO, Onslow County (Sneads Ferry Community Plan) and is pursuing grant opportunities.
- III. Town Manager leadership course at UNC School of Government:** final week is November 9-13. The Assistant Town Manager will manage operations. I will be check with her, and my email, throughout the week. This course is a rigorous course – not a vacation- -- to improve my abilities as a Town Manager and, in turn, benefit the Town. I have already used ideas from the course here in Town.
- IV. PARTF grant for the Town Park South** — good news, we did receive the \$62,000 award for park enhancements (for example kayak launch) at the Town Park south and will discuss in detail at the December meeting. Good job Deb Hill for coordinating this with the ECC.
- V. Staff Appreciation/Pre- Holiday lunch**— We will have a lunch at Town Hall to recognize the hard work staff have put in over the busy 2015 Season, Friday November 20 at noon.

VII. **ASSISTANT TOWN MANAGER'S REPORT:**

Ms. Faulkner gave the following report:

Onslow County Community Health Assessment Survey

As mentioned previously, Town Staff represents NTB on the Onslow County Community Health Assessment Team. The team has completed the health assessment survey and it is still available online (<https://www.research.net/r/CHAOCHD2015>). This collaboration between the public and public health is used to develop health action plans to improve specific areas identified by residents. Town Staff has posted a link to the survey on the Town's website and social sites. Please take a few moments to complete the survey.

FSLA Proposed Changes

Town Staff attended a School of Government workshop on FLSA (Fair Labor Standards Act) changes and will be reviewing employee's FLSA status to determine if the new rules will affect the Town's budget and current overtime/comp time practices.

Bald Head Island Visit

Town Staff attended the Cape Fear Council of Government's Managers meeting which was held at Bald Head Island. The meeting included a tour of the almost completed 1,300 foot terminal groin being constructed on Bald Head's shoreline. Construction should be complete by the end of November. Bald Head Island is doing this project in phases and this first phase will cost between \$7-8 million. This will be the first terminal groin constructed in the state of North Carolina since they were legalized in 2011. (Photos will be shown at the BOA meeting).

Webinar on Best Practices for Managing Social Media & Gossip Webinar

Town Staff attended a webinar on Best Practices for Managing Social Media and Gossip. It discussed:

1. The challenges and opportunities that social media pose for local government.
2. Ways to engage and manage social media effectively.

3. The future of social media for local government and how to prepare.

Upcoming Events

- Topsail Island Fall Surf Fishing Challenge – was rescheduled to November 6-8th
- ESA CNC Surf Contest Onslow County Beach Access #2 – November 7th
- NC Beach, Inlet and Waterway Association (NCBIWA) Conference - November 16 & 17

VII. **OPEN FORUM:**

Mr. Jeremy Grove of the Topsail Reef – Mr. Grove, on behalf of the Topsail Reef Board of Directors and many of the owners, thanked Mayor Tuman, Mayor Pro Tem Leonard, and Alderman Gray for all of their hard work.

Deanna McGowen of 1236 New River Inlet Road - Ms. McGowen shared a video about the “Sandsaver” method, an alternative solution to beach nourishment. She encouraged the Town to look into the Sandsavers and to look at other solutions that would be more cost effective. Mayor Tuman invited Ms. McGowen to attend the upcoming Special Meeting of the Topsail Island Shoreline Protection Commission (11/10 at 10:00 a.m. at Surf City Town Hall) in which they will be discussing the island’s input to the State on beach erosion.

Rex Ballard of 1226 New River Inlet Road- Mr. Ballard made comments to follow up Ms. McGowen’s. He said that in order to get this product approved, because it is a hardened structure, there needs to be a change in the system. He compared the costs of the shoreline restoration projects to the approximate costs of using the Sandsavers. He said that you can move them down the beach back and forth and hold in the sand instead of taking it out of the ocean.

Jim Pusateri of the St. Moritz – Mr. Pusateri said he came to speak about the dune restoration, but that had been tabled to next month for the new board. He said he has questions about the Town’s permit and who can push. Mr. Turille explained that property owners can push on their own under the Town’s permit if they wish. He added that the Town is waiting to see if there is a Presidential Declaration for North Carolina so that the Town can get FEMA assistance and that the Town would have to decide what it is going to do if there is no assistance.

VIII. **CONSENT AGENDA:**

- A. Approval of Minutes - October 1, 2015 and October 19, 2015
- B. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
- C. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA
- D. Request to Approve Tax Refund
- E. Request to Approve Budget Amendment #4
 - Mayor Pro Tem Leonard made a motion to approve the Consent Agenda as presented. Alderman Gray seconded the motion.
 - The motion passed unanimously.

IX. **OLD BUSINESS:**

A. Request to Adopt Resolution 2015-21 – A Resolution for the Water Resources Grant Funding of the ICW/New River Navigation Project:

- Mr. Turille introduced this item.
- Alderman Gray made a motion for the Board of Aldermen to adopt Resolution 2015-21. Mayor Pro Tem Leonard seconded the motion.
- The motion passed unanimously.

B. Request to Adopt Resolution 2015-22 – A Resolution for the Water Resources Grant Funding of the 2016 New River Ocean Bar Project:

- Mr. Turille introduced this item.
- Mayor Pro Tem Leonard made a motion for the Board of Aldermen to adopt Resolution 2015-22 and to authorize Town Staff to request an amendment to the existing grant contract and execute the new contract. Alderman Gray seconded the motion.
- The motion passed unanimously.

C. Request to Adopt Resolution 2015-23 – Resolution of the Board of Aldermen of the Town of North Topsail Beach, North Carolina Providing for the Issuance of \$16,815,000 Special Obligation Bond, Series 2015:

- Mr. Turille introduced this item.
- Alderman Gray made a motion that the Town of North Topsail Beach Board of Aldermen adopts Resolution 2015-23 – Resolution of the Board of Aldermen of the Town of North Topsail Beach, North Carolina Providing for the Issuance of \$16,815,000 Special Obligation Bond, Series 2015. Mayor Pro Tem Leonard seconded the motion.
- There was discussion.
- The motion passed unanimously.

D. Confirmation of Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment North Extension Project :

- Mayor Tuman introduced this item.
- Mayor Pro Tem Leonard made a motion that the North Topsail Beach Board of Aldermen confirms the Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment North End Extension Project. Alderman Gray seconded the motion.
- The motion passed unanimously.
- Per N.C.G.S. § 160A-228, the Preliminary Assessment Roll for the Beach Erosion Control and Flood and Hurricane Protection Works North End Sand Bag Revetment North Extension Project was confirmed by the North Topsail Beach Board of Aldermen on November 5, 2015 at 8:09 p.m.

X. **NEW BUSINESS:**

A. ~~Post-Storm Dune Rehabilitation Efforts~~: *This item was tabled to December 3, 2015 as New Business for the new Board members to discuss and possibly take action.*

XI. **OPEN FORUM:**

Jeannine Meyers of the Topsail Reef – Ms. Meyers thanked Mayor Tuman, Mayor Pro Tem Leonard, and Alderman Gray for all that they have done for the Town. She said that they will be greatly missed and hopes that they will continue to come to meetings.

XII. **ATTORNEY'S REPORT:** Mr. Edes did not have a report.

XIII. **MAYOR'S REPORT:** Mayor Tuman announced that next month's meeting will be a two part meeting. This board will convene and will address anything that has to do with old business and then once this board concludes that, there will be a swearing-in ceremony for the newly elected officials. The new board will then take up any new business.

XIV. **ALDERMEN'S REPORT:**

Mayor Pro Tem Leonard – Mr. Leonard thanked everyone for coming out. Happy Thanksgiving. Happy 240th Birthday to the United States Marine Corps. Happy Veteran's Day. He discussed the history of Veteran's Day. He announced that this is also close to the anniversary of Gunnery Sergeant Darrel W. Boatman's death; a street in Town has been named after him. Gunny Boatman passed on November 4th, 2005 from an IED explosion while conducting combat operations in Iraq. He said it was truly an honor to serve the citizens of North Topsail Beach for last four years and he will miss it.

Alderman Gray – Mrs. Gray said Happy Thanksgiving. She said it has been a great pleasure and a privilege to be a part of this Town's board for the last four years. She said she will miss doing it. It has been a joy and she wished everyone the best of luck for the next four years.

Alderman Peters – Mr. Peters thanked everyone for coming. He said that without having everyone here and providing input the board could not do its job.

Alderman Harte – Mr. Harte said that the board does welcome everyone's input and appreciates everyone for coming. We can always use new ideas.

- XV. **ADJOURNMENT:** Mayor Pro Tem Leonard made a motion to adjourn. Alderman Gray seconded the motion. The motion passed unanimously. The meeting adjourned at 8:13 p.m.

APPROVED:

Daniel Tuman
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 12/3/2015

Town of North Topsail Beach

Fred J. Burns, Mayor
Richard Macartney, Mayor Pro Tem
Aldermen:
Don Harte
Joann M. McDermon
Richard Peters
Walter Yurek



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Nature's Tranquil Beauty

Board of Aldermen Regular Meeting Minutes Thursday, December 3, 2015 6:30 P.M.*

PRESENT: Mayor Daniel Tuman, Aldermen Suzanne Gray, Don Harte, Richard Peters, Mayor-Elect Fred Burns, Aldermen-Elect Joann McDermon and Walt Yurek, Town Attorney Brian Edes, Town Manager Stuart Turille, and Assistant Town Manager/Town Clerk Carin Faulkner.

NOT PRESENT: Mayor Pro Tem Tom Leonard

- I. **CALL TO ORDER:** Mayor Tuman called the meeting to order at 6:30 p.m.
- II. **INVOCATION:** Alderman Macartney gave the invocation.
- III. **PLEDGE OF ALLEGIANCE:** Mayor Tuman led those present in the Pledge of Allegiance.
- IV. **APPROVAL OF AGENDA:**
 - Alderman Peters made a motion to approve the agenda as presented. Alderman Macartney seconded the motion.
 - The motion passed unanimously.
- V. **CONSENT AGENDA:**
 - A. **Approval of Minutes - Closed Session Minutes** – 1/4/12, 2/28/12, 5/3/12, 6/7/12, 8/2/12, 8/22/12, 9/27/12, 11/1/12, 12/6/12, 12/12/12, 1/3/13, 1/28/13, 2/7/13, 2/9/13, 3/7/13, 6/6/13, 7/8/13, 8/1/13, 9/5/13, 3/6/14, 12/4/14, 2/5/15, 3/5/15, 4/2/15, 4/13/15, 5/7/15, 6/2/15, 7/2/15, 8/6/15, 9/3/15, 10/1/15, 10/19/15, 11/5/15.
Regular Meeting Minutes - November 5, 2015
 - B. Department Head Reports: Finance, Fire, Inspections, Planning, Police Departments
 - C. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA
 - Alderman Gray made a motion to approve the Consent Agenda as presented. Alderman Peters seconded the motion.

*There is an attachment to these minutes.

- D. Committee Reports: Planning Board, Board of Adjustment, TISPC, ONWASA**
- Alderman Gray made a motion to approve the Consent Agenda as presented. Alderman Peters seconded the motion.
 - The motion passed unanimously.

VI. PUBLIC HEARINGS/PRESENTATIONS:

- A. Presentation – Update on Current Projects – Ken Willson, Coastal Planning & Engineering:**
- Mayor Tuman introduced this item.
 - Mr. Willson gave a presentation (Attachment A).
 - Mr. Willson took questions from the Board.
- B. Recognition of Outgoing Officials:** Ms. Faulkner presented Mayor Tuman and Alderman Gray with plaques and gifts and spoke about each official's service and contributions to the Town as well as Mayor Pro Tem Leonard's.
- C. Results of Municipal Election of November 3, 2015:** Ms. Faulkner read the results of the November 3, 2015 municipal election as follows:
- Office of Mayor:** Fred Burns, 99 votes. Daniel Tuman, 79 votes. Don Martin, 16 votes.
Office of Alderman: Joann McDermon, 112 votes. Walter Yurek, 96 votes.
Tom Leonard, 84 votes. Suzanne Gray, 82 votes. Write-In, 1 vote.
- D. Oath of Office:** Ms. Faulkner administered the oath of office for Mayor Fred Burns, Alderman Joann McDermon and Alderman Walter Yurek.
- E. Recess for Reception:** Mayor Tuman called for a recess of the meeting in order to have a brief reception.

VII. APPROVAL OF AGENDA:

- Mayor Burns called the meeting back to order.
- Alderman Peters made a motion to remove New Business Item E – Request to Adopt a Policy Requiring Mayor's Signature on Contracts. Alderman Harte seconded the motion. The motion passed unanimously.
- Alderman McDermon made a motion to add New Business Item E – Request to Postpone Initial Payment of Assessment for 30 Days. Alderman Macartney seconded the motion.
- There was discussion. Attorney Edes recommended that the Board consider this item tonight, for discussion and possible action.
- The motion passed unanimously.
- Alderman Macartney made a motion to approve the amended agenda. Alderman McDermon seconded the motion. The motion passed unanimously.

VIII. OPEN FORUM: No one came forward.

IX. **ORGANIZATIONAL ITEMS:**

A. Election of Mayor Pro Tempore (N.C.G.S. 160A-70):

- Alderman Harte nominated Alderman Richard Macartney as Mayor Pro Tempore. Alderman McDermon seconded the nomination. Alderman Macartney was elected Mayor Pro Tempore unanimously (Macartney abstained and was counted as an affirmative vote).

B. Resolution to Adopt Regular Meeting Schedule:

- Ms. Faulkner introduced this item.
- Alderman Peters moved to adopt Resolution 2015-24 as presented. Alderman Yurek seconded the motion.
- The motion passed unanimously.

C. Resolution to Adopt “Suggested Rules of Procedure for a City Council”

- Ms. Faulkner introduced this item.
- Mayor Pro Tem Macartney moved to adopt Resolution 2015-25 as presented. Alderman Peters seconded the motion.
- The motion passed unanimously.

D. Resolutions Honoring Mayor Tuman, Mayor Pro Tem Leonard, and Alderman Gray:

- Ms. Faulkner read aloud the contents of the resolutions.
- Alderman Peters moved to adopt Resolutions 2015-27, 2015-28 and 2015-29. Alderman McDermon seconded the motion.
- The motion passed unanimously.

E. Appointment of Town Officials and At-Large Member to Represent NTB on the Topsail Island Shoreline Protection Commission (TISPC):

- Ms. Faulkner introduced this item.
- Alderman Peters indicated that he would like to continue to represent North Topsail Beach as its “Chairman of the Town’s Shoreline Protection Committee” member on the TISPC.
- Alderman Yurek nominated D. Michael Benson to represent North Topsail Beach as its "at-large" member on the TISPC. Alderman Harte seconded the motion. The motion passed 3 to 2 with Mayor Pro Tem Macartney and Alderman Peters voting against.
- Alderman Peters nominated Alderman Macartney to represent North Topsail Beach as its “elected official” member on the TISPC. Alderman Harte seconded the motion. Alderman Macartney said that he would be willing to serve in this capacity but urged one of his fellow Board members to take his spot as Town representative on the Eastern Carolina Council. The motion passed unanimously.

F. Appointment/Reappointment of Town Official to Represent NTB on the Eastern Carolina Council General Membership Board:

- Ms. Faulkner introduced this item.
- Alderman Peters nominated Alderman Yurek to represent North Topsail Beach on the Eastern Carolina Council Membership Board. Alderman McDermon seconded the nomination. The motion passed unanimously.

G. Appointment of Town Official to Represent NTB at the Onslow County Emergency Operations Center:

- Ms. Faulkner introduced this item.
- Alderman McDermon volunteered to represent North Topsail at the Onslow County Emergency Operations Center. Alderman Harte seconded. The Board voted unanimously to appoint Alderman McDermon to represent North Topsail at the Onslow County Emergency Operations Center.

H. Appointment of Town Official to Represent NTB on ONWASA's Board of Directors:

- Mayor Burns volunteered to represent North Topsail Beach on ONWASA's Board of Directors.
- Mayor Pro Tem Macartney moved to nominate Mayor Burns to represent North Topsail Beach on ONWASA's Board of Directors. Alderman Peters seconded the nomination. The motion passed unanimously.

X. MANAGER'S REPORT:

Mr. Turille gave the following report:

I. Shoreline Protection Projects:

1. 2015 ICW/New River Dredge Project:

- Staff met with the project engineers on the timetable, with issuance of the permit in December and mobilization beginning January 2016. The critical habitat designation is slowing the permit process, however, particularly with NMFS.
- we received notification from the grantor that the State cost-share is increased to 66.6%, based on the recent change in NC law. This reduces our project cost-share from 25% to 16% of the total and provides an additional \$140,000 to the project. Our cost contribution to the \$1.7 million project will be reduced to \$280,000 for 100,000 CY of sand deposition.

2. 2016 Channel Maintenance (Ocean Bar) Project: Total committed non-Town funds to the project are \$4,850,000. As with the ICW/New River project we are awaiting an increase in the State cost-share to 66.6%, potentially adding another \$1.4 million to our project.

3. Post Hurricane Dune Repair: Town staff and FEMA toured the beach to estimate storm damage, and submitted a request to FEMA for repair funds --denied by the President. We will discuss options tonight to assist those in Phases 2-4 who incurred significant dune damage (25% to 100% loss).

4. **North End parking lot revetment:** the project completed December 1. It halted erosion and flooding from the inlet and is facilitating sand build up in front of the bags. The revetment is one component in protecting the entire north end from erosion and flooding. The other is repair of the dune line connecting the revetments.
5. **North End Dune Repair:** with a signed a contract, we are only awaiting revetment demobilization, dune survey/formal permit issuance, to begin sand deposition. The reason for this action: with the inlet-facing dune line gone, the *entire north end* is at risk of flooding, as occurred during the recent super-moons and hurricane, and will occur again during nor'easter season. The area is ***one system of low-lying area, with inadequate drainage***. One shoreline impacts all other areas. Flooding affects the Beach Club, retention pond, River Drive, River Road and the original existing revetment equally -- as ***one system***.

II. **Multi-Use Path Expansion**: four qualification submissions are in, under review.

III. **PARTF grant for the Town Park South**: we are still awaiting official notice of the grant award, but were told by the ECC that we did get the grant for park enhancements (\$62,000).

IV. **Christmas BOA/staff lunch**: will be December 18 at noon here at Town Hall.

Mr. Turille took questions from the Board.

XI. **ASSISTANT TOWN MANAGER'S REPORT:**

Ms. Faulkner gave the following report:

NC Beach Inlet & Waterway Association Conference

Town officials, to include the Town Manager, Assistant Town Manager, Alderman Macartney, Mayor-Elect Fred Burns, and Alderman-Elect Walt Yurek attended the NC Beach Inlet & Waterway Association (NCBIWA) conference November 16 and 17th in Wrightsville Beach. NTB officials got to meet elected officials from other NC beach towns and got to see presentations on subjects such as:

Beach preservation funding, the Bald Head Island terminal groin, NTB's Phase 5 Project, streamlining the permitting process, BOEM resiliency planning, sharks, Dare County beach projects, Sam's Inlet Relocation, solar power, offshore wind power, seismic testing, and offshore oil.

New Elected Officials Orientation

Town Staff and Ken Willson from CP&E conducted an orientation for the new elected officials. Mr. Willson gave the new officials an overview of the Town's shoreline protection efforts past and present. Town Staff gave a presentation on the Town's demographics, engaging the public, open meetings law, public records, and the Town's ordinances and polices.

Training for New Elected Officials

Mayor Burns and Ms. Faulkner are headed to Greenville on December 4th to attend the North Carolina League of Municipality's "New Mayors' Orientation". All three newly elected officials will be attending the UNC School of Government's "Essentials of Municipal Government" course in Ocean Isle Beach in February.

Flood Risk Review Meeting

On December 9th Town Staff will be attending a Flood Risk Review (FRR) meeting in New Bern for pre-preliminary flood hazard data. The purpose of the meeting will be to share data for an early review those areas that are shown to be coming into or going out of the Special Flood Hazard Area (SFHA), explain both the upcoming Preliminary FIS/FIRM process and our role in it, as well as explain how this ties in with FEMA's Risk MAP program. The State's goal with this brand new process and meeting is to receive feedback from an early review and assessment of how the draft flood risk changes may affect North Topsail Beach, if the changes make sense (or seem completely out of left field), and also help spur thinking

about future outreach messages and tie-in's to the mitigation efforts that we've already been active with through our hazard mitigation plan update process.

Re-Entry Passes

Town Staff will begin mailing re-entry passes to property owners that have submitted a renewal form beginning in January. Property owners who have not turned in a renewal form can do so at any time, but Town Staff highly recommends doing it before hurricane season begins. Passes will not be given out within 72 hours of predicted landfall. The new passes are window clings which can be removed in the event that a new car is purchased or there is a preference to use a different vehicle. As a reminder, the passes will only need to be used if there is significant damage on the island and to allow property owners to get over to the island to check their property.

Upcoming Events

- "Toys for Tots" toy drive is taking place now. Collection boxes are located in the lobby of Town Hall. Deadline for bringing the unwrapped toys is Friday, December 18th.
- Town Hall will be closed December 24, 25 & 28th for Christmas.
- Town Hall will be closed on December 31st and January 1st for New Years.
- The Reel Housewives of Topsail Island Bike Ride for Breast Cancer – Saturday April 2, 2016

XII. NEW BUSINESS

A. Post-Storm Dune Rehabilitation Efforts (Tabled from 11/5/15):

- Mr. Turille introduced this item and gave a presentation on the storm damaged dunes and the Town's options.
- Mr. Turille took questions from the Board. Mr. Willson also responded to questions.
- There was discussion.
- Mayor Pro Tem Macartney made a motion to authorize Town Staff to select a contractor to do a Town-funded dune push in Phases 2 to 4 for dunes with 25% to 100% damage for an amount not-to-exceed \$151,675. He added that he would also include in the motion that the Town will reimburse the property owners who have already done a push in 2015 at the per linear foot rate that the Town will be paying for the Town-wide push.
- There was discussion.
- Attorney Edes recommended that the Town get easements from the property owners, no matter what amount the Town will be paying for the work.
- The motion passed 3 to 2 with Alderman Harte and Alderman Yurek voting against.

B. Request to Create a Litigation Committee:

- Mayor Burns introduced this item and announced that he has asked his attorney to remove him from the action against the Town. He read the statement from the UNC School of Government which recommends that the Town create a Litigation Committee so that the rest of the Board members can seek advice from the Town Attorney about the pending litigation without Mayor Burns present.

- Attorney Edes indicated that the Town received the same recommendation from the School of Government and advised that the Town create the committee for now until Mr. Burns is taken off of the lawsuit and that it can be dissolved at a later time.
- Alderman Harte made a motion to form a Litigation Committee made up of the 4 aldermen and the mayor pro tem.
- There was discussion.
- Alderman Yurek seconded the motion.
- The motion passed unanimously.
- There was discussion about tentatively setting a date and time for the first meeting of the committee. The members decided upon Friday, December 18th at 10:00 a.m.

C. Request to Adopt Resolution 2015-30 – A Resolution in Support of TISPC’s Response to NC DCM’s Request for Comments on Beach Erosion:

- Alderman Peters introduced this item.
- Alderman Peters made a motion to adopt Resolution 2015-30. Alderman Harte seconded the motion.
- The motion passed unanimously.

D. Request to Broadcast Meetings on the Internet:

- Mayor Burns introduced this item.
- Mayor Pro Tem Macartney made a motion for the Town to sign up for the one month trial of Go-to-Meeting to use at the January meeting and for the continued use of the program to be put on the agenda for consideration on a month-to-month basis. Alderman Peters seconded the motion.
- The motion passed unanimously.

E. Request to Postpone Initial Payment of Assessment for 30 Days:

- Mayor Burns introduced this item.
- Mayor Pro Tem Macartney moved that the Board instruct the Finance Officer to postpone due date of the first payment on the assessment for 30 days or 31 days if the 30th is not a business day. Alderman McDermon seconded the motion.
- There was discussion.
- Attorney Edes said that he was not opposed to this action.
- The motion passed unanimously.

F. Discussion of Pending Work in the North End Parking Lot Area:

- Mr. Turille made a presentation.
- There was discussion and questions from the Board.
- Mr. Willson (CP&E) took questions from the Board.
- There was further discussion.

- Mayor Pro Tem Macartney made a motion to terminate the contract to truck in sand for the continuous dune and to request that the Town Manager seek other solutions. Alderman McDermon seconded the motion.
- There was discussion.
- The motion failed 4 to 1 with Mayor Pro Tem Macartney voting in favor.
- Attorney Edes said that the Town has time before it has to issue a Notice to Proceed for the contracted work because the Town is waiting for a permit.
- There was consensus to direct the Town Manager seek other options and to present it to the Board at a later time and not to terminate the contract at this time.

XIII. **OPEN FORUM:**

Mr. Robert Swantek of 3772 Island Drive – Mr. Swantek made comments about the money that has been spent on the North End. He said that his property is in the area of Phase 5 that did not get sand and that his dunes are just as bad. He said that if the Town is going to push Phases 2 and 4 it needs to push the part of Phase 5 that didn't get sand.

Margot Clark of 4021 Island Drive - Ms. Clark commented about a piece of equipment that can be used to pick up the rocks from the beach. She said it is called a York rake and that the Town should own one.

XIV. **ATTORNEY'S REPORT:** Mr. Edes said that he would report more about this in the January meeting but that the Court of Appeals ruled on the Emerald Isle case in favor of the Town. He said according to David Owens at the School of Government this case unequivocally establishes the public's right to the dry sand beach. He said he feels that it was a good decision for all coastal towns. He thanked Mayor Tuman, Mayor Pro Tem Leonard, and Alderman Gray for their service and welcomed the new members of the Board. He said he looks forward to working with them.

XV. **MAYOR'S REPORT:** Mayor Burns said that his goal is to leave North Topsail Beach a better place than when he started. He said that this is the citizens' town and that the elected officials are the citizens' servants and they should work for the citizens. He wished everyone a Merry Christmas and Happy New Year. He also mentioned that a member of the Town Staff just had surgery for skin cancer and he asked everyone to keep this person in their thoughts.

VII. **ALDERMEN'S REPORT:**

Mayor Pro Tem Macartney – Mr. Macartney expressed his appreciation for Alderman Gray (who stayed through the meeting) and Mayor Tuman and Mayor Pro Tem Leonard. He said he is encouraged and that the Town's problems haven't gotten any different than they were before and it's nice to have some new people looking at them. He welcomed the new Board members.

Alderman McDermon – Ms. McDermon thanked Alderman Gray for staying and for everything she has done for the Town. She said she is looking forward to serving and appreciates everyone coming out and asked everyone to be patient as the new members get up to speed.

Alderman Yurek – Mr. Yurek thanked Alderman Gray for her hard work. He said that he had some of his neighbors and friends stand with him when he was sworn in. He said that these people work very hard for our community. He said since he was elected he has worked very hard on learning the Town's financial condition and that he is looking forward to the auditor's report. He said he thinks it's very important that the Town spend wisely.

Alderman Peters - Mr. Peters made comments about the lawsuit he said it is the most critical item the Town is facing right now and said that he thinks the Town should do everything it can do to resolve it. He asked Mayor Burns to dismiss the lawsuit.

Alderman Harte – Mr. Harte thanked everyone for coming.

VIII. **ADJOURNMENT:** Alderman Harte made a motion to adjourn. Alderman Peters seconded the motion. The motion passed unanimously. The meeting adjourned at 10:21 p.m.

APPROVED:

Fred J. Burns
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 1/7/2016



North Topsail Beach

Board of Alderman Meeting


Shoreline Management Program Update

December 3, 2015

Ken Willson




A World of Solutions 


 **Current Initiatives**

Shoreline Management Program Update

Contingency Plan

1. Coordination of Federal Channel Maintenance Dredging
2. Utilization of Navigation Channel Maintenance Material
3. Modified Construction Plan for Maintenance of Channel Realignment
4. Construction of a Terminal Groin
5. Monitoring of Phase 5 Project (Hardbottom and Physical Monitoring)
6. Coordination with USMC Camp Lejeune / Onslow County on Long Term navigation project
7. Permit Modifications for Overall Program (Extended Dredge Windows / Use of DA-143 / Nearshore Hardbottom Impacts)



A World of Solutions 

CBI Coordination of Federal Channel Maintenance Dredging

Side Cast Dredge: *Merrit*

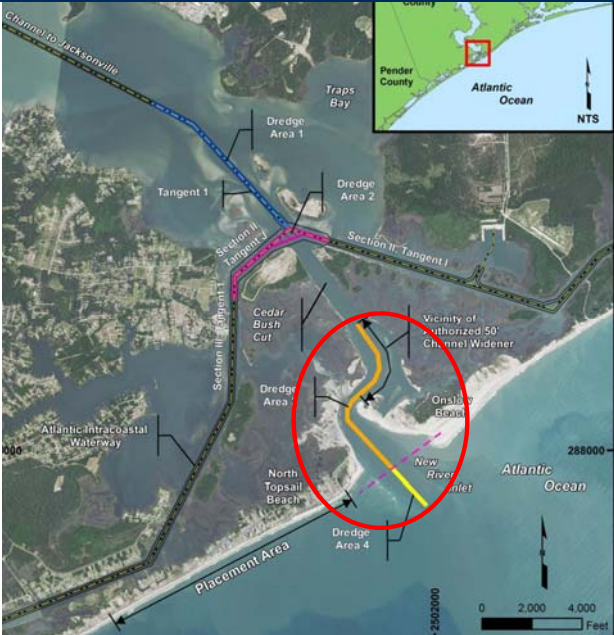


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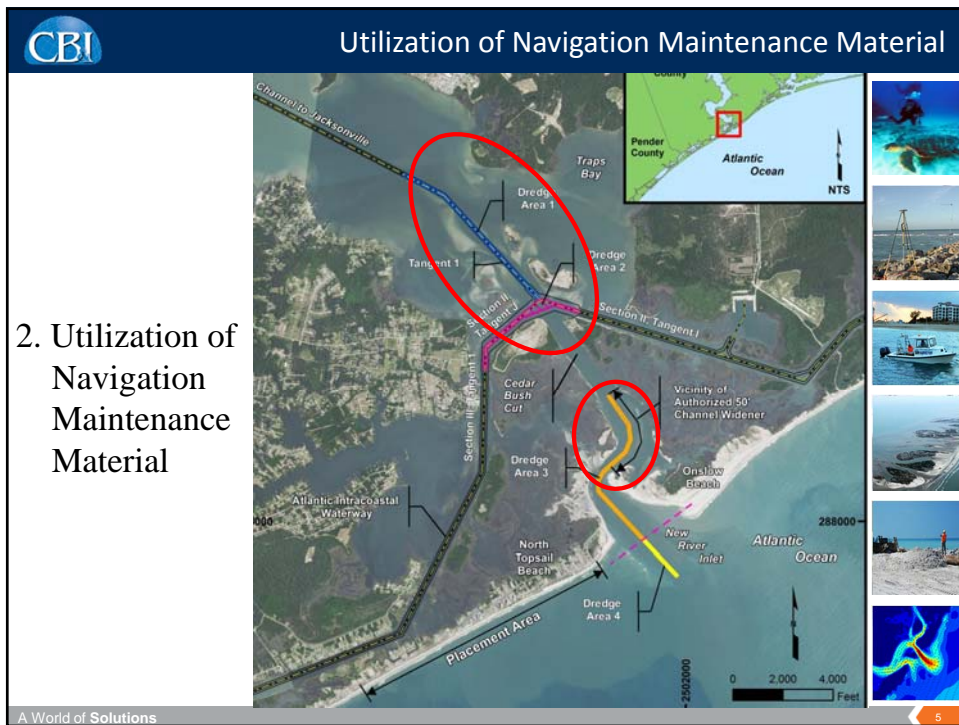
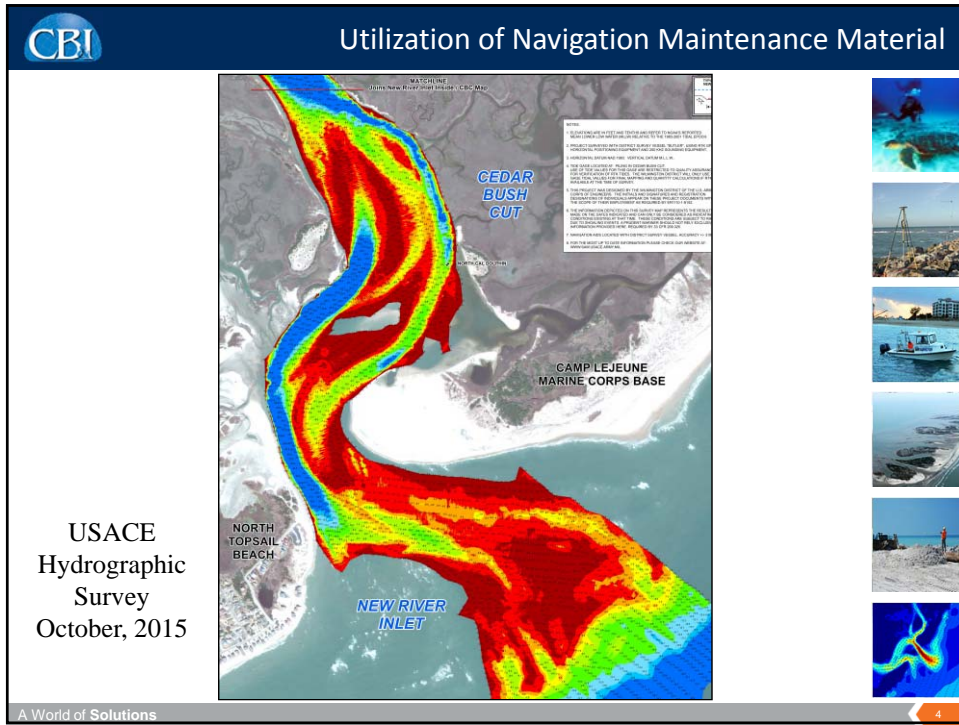
CBI Coordination of Federal Channel Maintenance Dredging

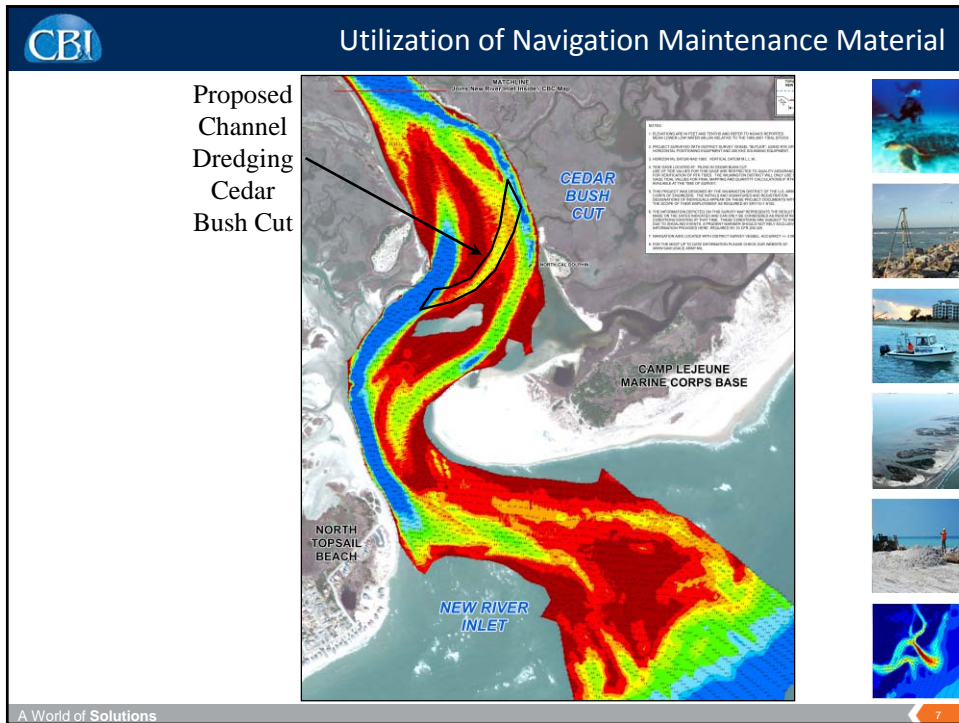
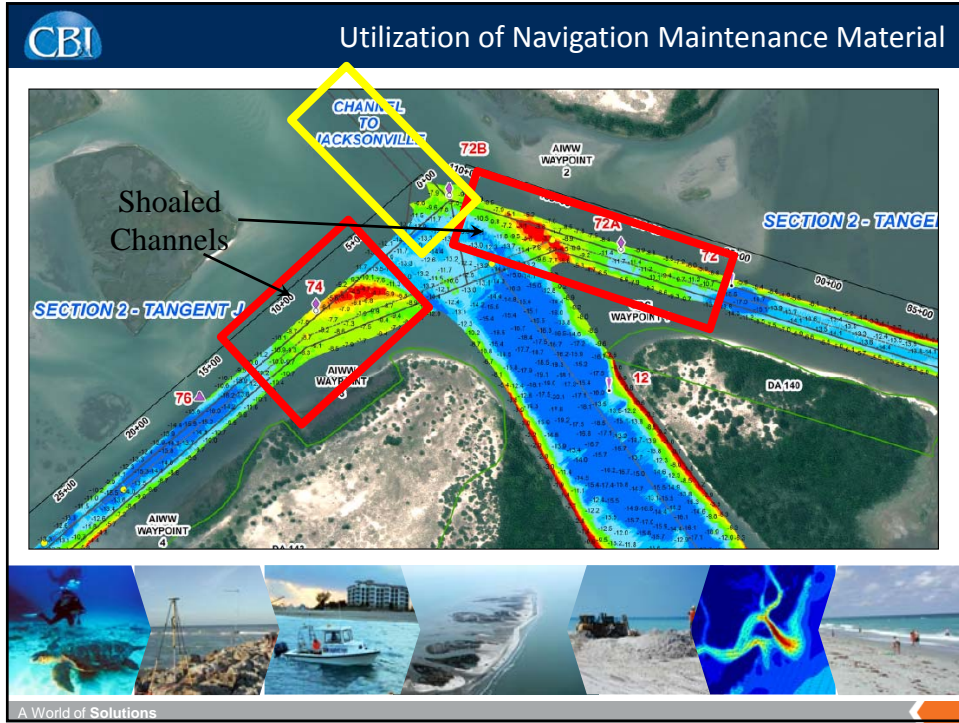
1. Coordination of Federal Channel Maintenance Dredging



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CBI Utilization of Navigation Maintenance Material



(Courtesy of [Cottrell Contracting Website](#))



A World of Solutions

CBI Utilization of Navigation Maintenance Material



APPROXIMATE LIMITS OF BEACH DISPOSAL AREA (~1 MILE)

Labels on map include: PROJECT TIE LINE, NORTH TOPSAIL BEACH, LIMIT OF EXISTING EASEMENTS, APPROXIMATE LOCATION OF PIPELINE ROUTE, CONSTRUCTION ACCESS, P.O.E. # 248554 & 248555, APPROXIMATE BEACH DISPOSAL AREA START LOCATION, SOUTH FILL TERMINUS TAPER SECTION, SOUTHERN LIMIT OF BEACH DISPOSAL AREA, TEMPORARY CONTAMINANT TUBE AS-BUILT LOCATION (TO BE REMOVED), NORTH FILL TERMINUS TAPER SECTION, APPROXIMATE BEACH DISPOSAL AREA END LOCATION, and NORTH RIVER INLET.




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CBI Utilization of Navigation Maintenance Material

Project Status:

1. Federal Permit:
 - USFWS Consultation
 - NMFS Consultation
 - USACE Issuance of Permit
2. State Permit
 - 401 Water Quality Certification
 - Major CAMA Permit
3. Contracting:
 - Bid Package Currently Being Advertised
 - Bid Opening Scheduled Dec. 15.
4. Schedule:
 - Bid Opening Mid-Dec
 - Award Contract Mid-Jan
 - Begin Construction Mid-Feb

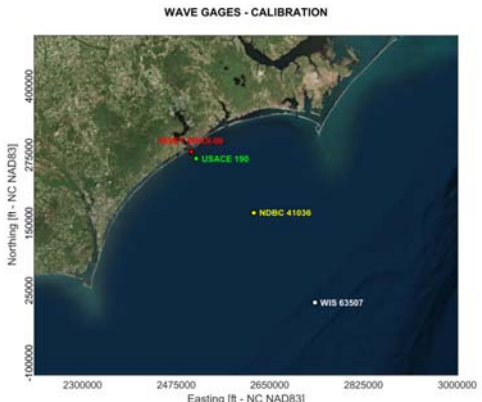


A World of Solutions 10

CBI Modify Construction Plan: Maintenance of Channel Realignment

1. Model Calibration
2. Identify Alternative Channel Design

- Intermediate Check = **NDBC 41036**
 - 30 miles offshore in 100 feet of water
- Nearshore Calibration = **USACE 190**
 - 3.8 miles offshore in 40 feet of water
- Nearshore Calibration = **WHOI 09**
 - 1.0 miles offshore in 30 feet of water
- Spectral Description = **NDBC 41036**
 - 30 miles offshore in 100 feet of water

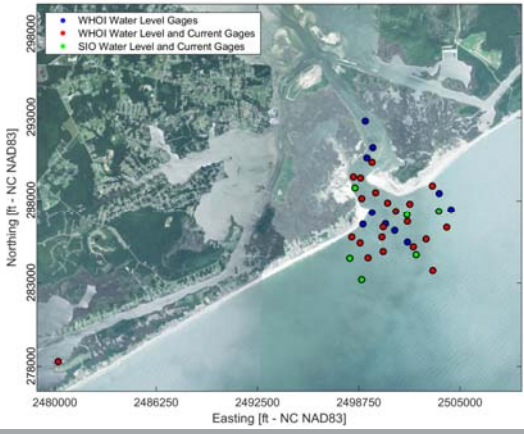


A World of Solutions 11

CBI Modify Construction Plan: Maintenance of Channel Realignment

1. Model Calibration
2. Identify Alternative Channel Design

- WHOI
 - 10 water level gages
 - 21 water level and current gages
- SIO
 - 6 water level and current gages

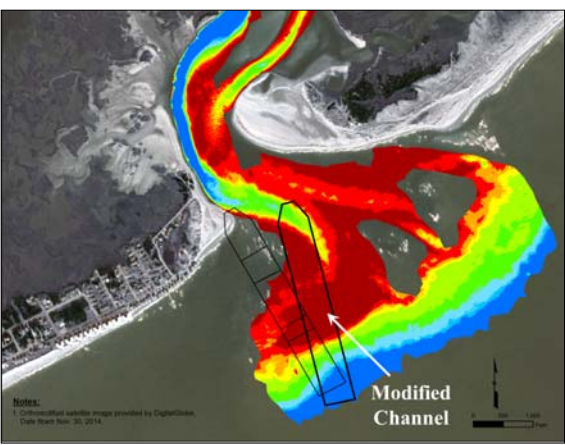


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CBI Modify Construction Plan: Maintenance of Channel Realignment

1. Model Calibration
2. Identify Alternative Channel Design
3. Permit Modification: Vibracores / Cultural Resource Surveys / Environmental Documentation

Hypothetical Example

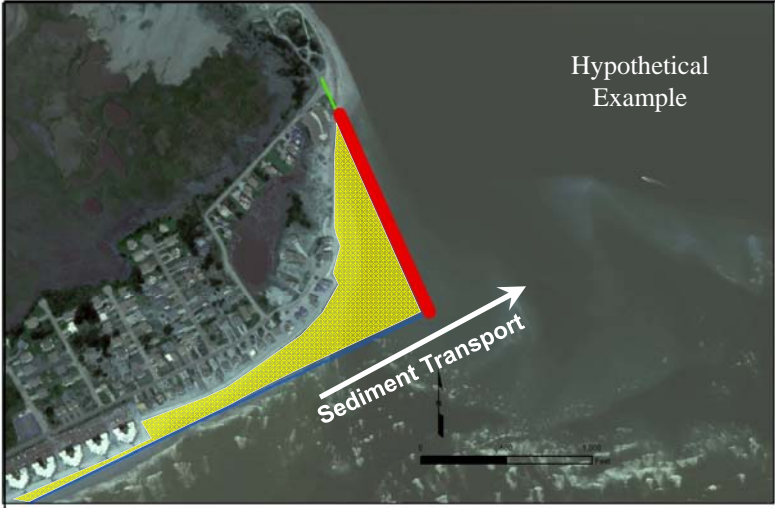


Notes:
1. Color-coded bathymetric image provided by DigitalOcean.
Data from Image: 05/2014.

A World of Solutions 13

CBI Construction of a Terminal Groin

Hypothetical Example



Notes:
1. Orthorectified satellite image provided by DigitalGlobe.
Date flown September 10, 2015.

A World of Solutions 14

(Vertical strip of images on the right side of the slide)

CBI Monitoring of Phase 5 Project

- Visual Site Visits
- Beach Profile Surveys
- Hardbottom Diver Surveys
- Update FEMA Plan
- Sidescan Sonar Surveys
- Benthic Monitoring




A World of Solutions 15

(Vertical strip of images on the right side of the slide)

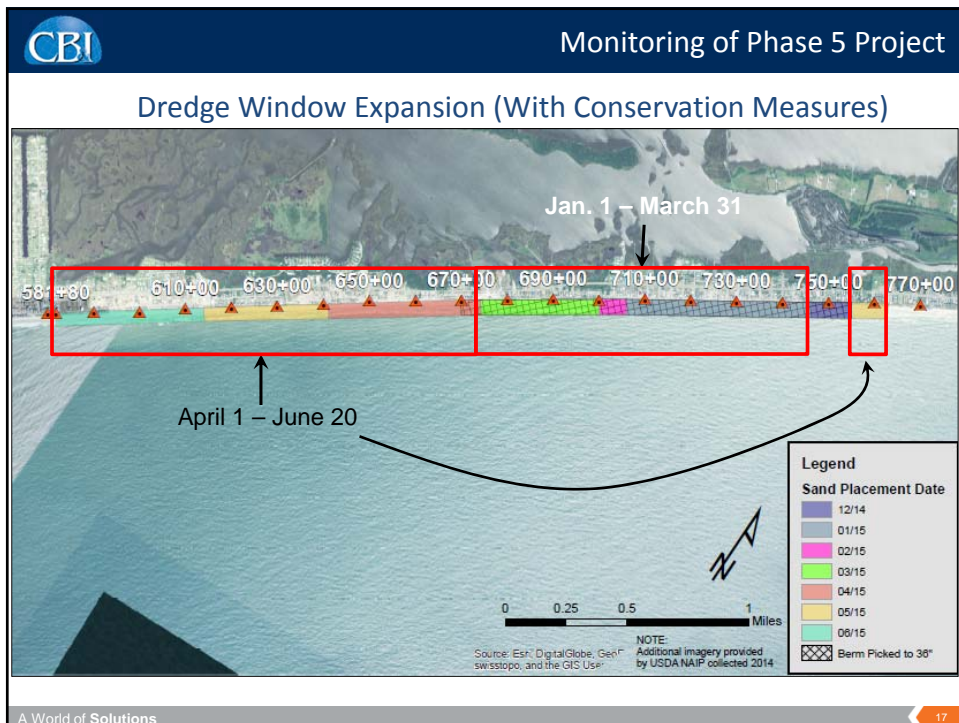
CBI Monitoring of Phase 5 Project

Lessons Learned:

- AGENCIES ARE NOT YOUR ENEMIES!!
- Use best available science
- Sediment Criteria may require modifications:
 - 3 inch clast threshold
 - Threshold for Rock in the Borrow Area – Screens
- Offshore borrow areas with rock can be used if necessary
- Have contingency plans in place a head of time
- Methodology for successfully screening rock
- Methodology for monitoring bulk gravel / buried rock




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CBI Monitoring of Phase 5 Project

Dredge Window Expansion (With Conservation Measures)



- Turtle Monitoring
- Benthic Monitoring
- Bird Monitoring
- Light Survey



- 2 Nests: Project during construction
- 2 Nests: Along pipeline during construction
- 3 Nests: Project after construction (1 Green)


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CBI Monitoring of Phase 5 Project

Comparison of Pre- and Post-Construction Conditions




A World of Solutions 19

 Current Initiatives

**Comprehensive Beach and Inlet Management Plan:
Contingency Report
Alternatives:**

Contingency Plan {

1. Coordination of Federal Channel Maintenance Dredging
2. Utilization of Navigation Channel Maintenance Material
3. Modified Construction Plan for Maintenance of Channel Realignment
4. Construction of a Terminal Groin
5. Monitoring of Phase 5 Project (Hardbottom and Physical Monitoring)
6. Coordination with USMC Camp Lejeune / Onslow County on Long Term navigation project
7. Permit Modifications for Overall Program (Extended Dredge Windows / Use of DA-143 / Nearshore Hardbottom Impacts)



A World of Solutions 20

Town of North Topsail Beach

Fred J. Burns, Mayor
Richard Macartney, Mayor Pro Tem
Aldermen:
Don Harte
Joann M. McDermon
Richard Peters
Walter Yurek



Stuart Turille
Town Manager

Carin Z. Faulkner, MPA
Asst. Town Manager/Town Clerk

Nature's Tranquil Beauty

Board of Aldermen Special Meeting Minutes Tuesday, December 15, 2015 8:30 A.M.*

PRESENT: Mayor Fred Burns, Mayor Pro Tem Richard Macartney, Aldermen Don Harte, Joann McDermon, and Richard Peters, Town Manager Stuart Turille, Assistant Town Manager/Town Clerk Carin Faulkner, and Town Attorney Brian Edes

- I. **CALL TO ORDER:** Mayor Burns called the meeting to order at 8:30 a.m.
- II. **APPROVAL OF AGENDA:**
 - Alderman Peters made a motion to approve the agenda as presented. Alderman McDermon seconded the motion.
 - The motion passed unanimously.
- III. **PRESENTATION - OPTIONS FOR MITIGATING EROSION IN THE AREA BETWEEN THE NORTH END SAND BAG REVETMENT EXTENSION AND THE PARKING LOT SANDBAG REVETMENT:**
 - Mr. Turille gave a presentation.
 - Mr. Turille took questions from the Board.
 - There was discussion.
 - Mr. Riggs (surveyor) was asked to speak and took questions from the Board and the Town Attorney.
 - There was a recommendation to get a letter of refinement from CAMA to extend the North End Sand Bag Revetment Extension.
 - Mayor Pro Tem Macartney moved that the Board authorize the Town Manager to request a letter of refinement from CAMA to extend the sandbags in the extension project. Alderman Peters seconded the motion.
 - The motion passed unanimously.
 - There was discussion.
 - Alderman Peters made a motion to approve the expenditure of \$17,000 to install the sand bags for the extension and to do a reverse push of sand and "trimming it up" to complete the project.

*There is an attachment to these minutes.

- There was discussion.
- The motion failed for a lack of a second.
- Mayor Pro Tem Macartney moved that the Board table discussion on any further projects until the Town gets the letter of refinement from CAMA and the Board has an estimate on the cost to do what Alderman Peters said he wanted the Town to do (install the sand bags for the extension and to do a reverse push of sand and "trimming it up" to complete the project). Alderman McDermon seconded the motion.
- There was discussion.
- The motion passed 4 to 1 with Alderman Peters voting against.

IV. **ADJOURNMENT:** Mayor Pro Tem Macartney made a motion to adjourn. Alderman McDermon seconded the motion. The motion passed unanimously. The meeting adjourned at 9:37 a.m.

APPROVED:

Fred J. Burns
Mayor

ATTEST:

Carin Z. Faulkner
Asst. Town Manager/Town Clerk

Approved on: 1/7/2016



North End Erosion: Options to Mitigate Erosion/Flooding Between the Existing Revetments

Problem Definition & Update

- Accelerated erosion of the north end dune, which eliminated the dune as a wave buffer, creates **flooding of River Road and River Drive, the retention pond and the Beach Club.**
- Result: 8-20" flooding of the entire area with strong tides and erosion hotspots:

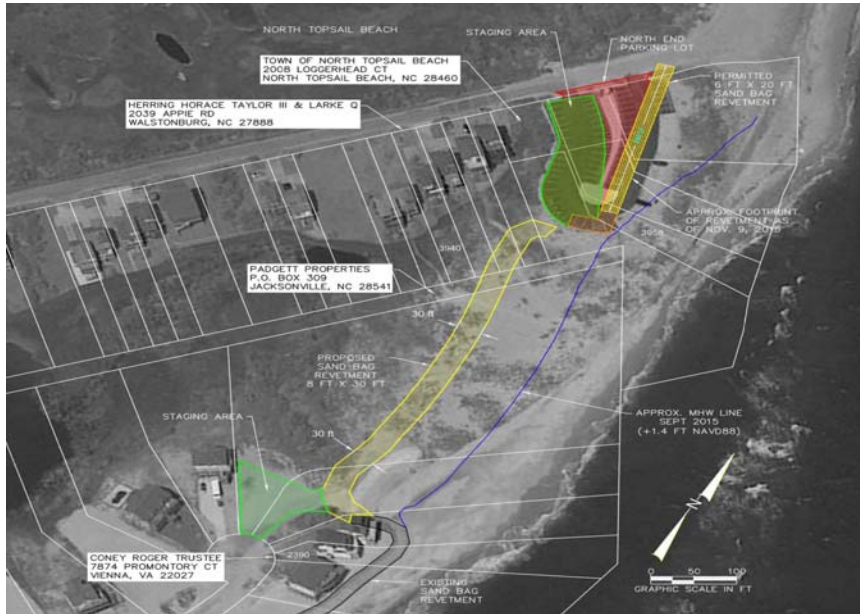


Actions to date:

1. Constructed 300' revetment at parking lot;
2. Considered constructing a 500' dune connecting the parking lot revetment and existing revetment (Placed on hold due to the high cost of sand we estimated originally: $5,500 \text{ CY} \times \$28.50 = \$156,750$);
3. Applied for a permit to connect the revetments. This is ready for submission.

ATTACHMENT A
Board of Aldermen Special Meeting Minutes
December 15, 2015

Current Plan: Apply for a Connecting Permit in Long Term while Consider Short Term Options for Winter of 2016



Options

Long Term: Continuous revetment: (connecting two existing); Permit application begun; could be issued in March if CAMA rules change at the February, 2016 CRC Meeting. If no change, will require a variance hearing. Estimated cost -- \$650,000. (We can cover this if we get an increase in DWR Ocean Bar State grant). Note: DCM will not allow extending the revetment to the hotspot only—no structure is threatened.

Short Term:

1. **Reverse Dune Push + Some Sand at Hot-spot and Low areas:** to date, there is enough volume of sand to push from the pond seaward and create a dune (10' elevation x 35' base x 550' length). We still need some trucked in sand in the hotspot and low areas to supplement:
 - Dune push \$6/LF x 470 LF= \$2,820
 - Trucked in sand for hot spots/low areas: 500CY x \$28.50 or \$14,250. **Total = \$17,070.**
 - **Analysis:** While this is cheaper than trucked-in sand, the lowered elevation behind the dune may weaken the backside of the dune. This affects durability.

2. **Truck in Sand in Hotspots and Low areas:** 1,200CY x \$28.50 = **\$34,200.** The original estimate of sand needed before the recent accretion was **5,500CY (\$150,000).** With recent accretion we can have a comparable size dune (10' x 35' x 550') **with much lower amount of sand -- 1,200 CY.**

Analysis: this uses the recent **natural accretion of sand** to reduce our earlier estimate of outside sand needed by 2/3, reducing our estimated cost from \$150,000 to \$34,200. The dune would be stronger than the reverse push, due to no backside elevation lowering.

ATTACHMENT A
Board of Aldermen Special Meeting Minutes
December 15, 2015

Reconstructed Dune Line: Landward of Mean High Water (MHW)



Town Shoreline (Beach) Fund

North Topsail Beach - Shoreline Protection Project Capital Fund--Funds 20 & 30 with Grants					
	FY15-16	FY16-17	FY17-18	FY18-19	FY19-20
Revenues					
Occupancy Tax -	\$931,790	\$1,001,675	\$1,076,800	\$1,130,640	\$1,187,172
15 Cents dedicated AV -	\$1,283,908	\$1,296,747	\$1,309,715	\$1,322,812	\$1,336,040
Sales Tax -	\$898,947	\$907,937	\$917,016	\$926,186	\$935,448
Investment interest	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
Onslow County Tourism Grant	\$560,000	\$100,000			
State DWR Grant--ICW/New River	\$1,130,000				
State DWR Grant--Ocean Bar--1		\$4,250,000			
Phase 5 USDA loan					
PARTF Grant	\$62,000				
Governor's Budget	\$500,000				
General Fund FB Transfer for Sand Bags					
Totals -	\$5,368,645	\$7,558,359	\$3,305,531	\$3,381,638	\$3,460,660
Expenses					
Phase One Debt (Bank) -	\$597,650	\$587,766	\$577,883	\$ -	\$ -
Phase Five Loan/Debt (USDA) -	\$660,000	\$900,000	\$900,000	\$900,000	\$900,000
Interim Construction Loan Interest -	\$24,278	\$ -	\$ -	\$ -	\$ -
Administrative/Legal Fees -	385,000	\$50,000	\$ -	\$ -	\$ -
2015 NRI Maintenance --Cedar Bush Cut	1,695,000		\$ -	\$ -	\$ -
2016 NRI Maintenance --Ocean Bar		8,500,000			
North End Revetment and Extension	473,000				
North End Parking Lot	440,000				
Parking Lot expansion					
Dune Push	150,000				
PARTF Grant match	62,000				
Annual Operating -	\$273,000	286,650	300,983	316,032	331,833
Totals -	4,759,928	10,324,416	1,778,866	1,230,286	1,231,833
Surplus/(Deficit) -	608,717	-2,766,057	1,526,665	2,151,352	2,228,827
Transfer to USDA Reserve Fund -	-3,358,318	-88,608	-88,608	-88,608	-88,608
Additional Revenue -					
Beach Fund Balance	\$2,909,569	54,904	\$1,615,273	\$2,239,960	\$2,317,435
Notes	--1 This grant could increase up to \$1.4 million if Shallow Draft funds are issued to NTB, as requested				