



# The Village of Bald Head Island

## MEMORANDUM

**Date:** May 23, 2008

**To:** Mayor and Council

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

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

**Re:** Weekly Status for 19 - 23 MAY 2008

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- **CAMA Land Use Plan** – Village Manager attended the CRC Meeting on Thursday 5/22 whereby the CRC unanimously voted to approve the Village's Land Use Plan w/ one member, Dr. Leutze, removing himself from the vote as he is a property owner on the island. Landin will be providing copies of the approved LUP for each Council member.
- **Inlet Hazard Area Boundary Map** – Jeff Warren, DCM Hazards Analyst, briefed the CRC on the IHA to say that staff is still working on draft rules and the associated IHA maps. Staff will look to reschedule the meeting with Jeff to look at the revised boundary specific to BHI. The original meeting was cancelled.
- **Brunswick County Hurricane Tabletop Exercise** – Village Staff and Mayor Lammert attended the exercise hosted by Brunswick County Emergency Services on Tuesday. This exercise provided beach front communities and BC EMS the opportunity to work together on a local and state level to better understand the needs that may arise during and after a significant event.
- **Hurricane Floodwater Management Plan (HFMP)** – Staff has received from Coastal Land Design a proposal for a feasibility study for a continuation of the island's HFMP efforts to remove excess floodwater from low lying areas. The study will look specifically at mitigating flooding problems in the areas encompassing Sandwich Tern, Edward Teach, Partridge Berry, Poor Man's Pepper Trail, Spanish Needles, Gray Fox, and NBHW. This continuation is in addition to Phase I being the interconnectivity of the lagoon system and Phase II being the establishment of the lagoon outlets to the stormwater outfalls on south beach and west beach. This also included the most recent work with the

replacement of the riser structure in the by-pass lagoon at hole #6 and cleaning out of the outlet ditch to the creek. Staff will review the proposal with the Public Works Committee at their next meeting for a recommendation.

- **Phase II Debris Removal Management Contracts for 08-09** – Johnson Environmental and Staff held the contract bid opening for the 08-09 Debris Removal Contracts on Thursday afternoon. We received seven bids from prospective contractors for the following; (1) Vegetative and C&D Removal, (2) Sand Sifting, and (3) Hanging Limbs and Dangerous Trees.
- **Engineered Beach Funding Plan/PARC** – Per the contract with PARC (Peter A. Ravella Consulting, LLC), Village Staff is in the process of pulling together all of the data that was identified in the data acquisition portion of the contract. Staff will have all requested data to Peter by the second week in June. David Cox, IT Director, has already begun to develop a web-based forum board that will provide an avenue whereby all interested parties can provide input as well read others messages during this process. Once the board is up and running an island wide e-mail blast will be done to let folks know the process and instructions for viewing and posting responses.
- **Public Creek Access Conceptual Design** – Staff has provided BHI Limited Planning the CAD files and site survey produced by Walter Cavedo to assist the Village with a conceptual design for the expanded public creek access facility. Staff will look to meet with Limited and adjacent property owner to get input on the initial design.
- **GIS Update** – Staff has completed updating its geodatabase as part of the 2007 contract with Bivins & Associates. All layers have been georeferenced and staff just completed its physical address and lot number annotations. As the Village continues to move forward with E-GOV concepts this will include working with IT to have a web based GIS viewer providing property owners the capability to view their property information including the most recent aerial imagery.
- **Median Maintenance on SBHW** – BHI Limited has installed several plantings in the medians on SBHW as part of the median maintenance program. This is part of the design plan that was put together by their landscape architect Donna Clemmons.
- **Sexual Harassment Training** – HR Director Dawn Reno provided excellent training to all full-time and part-time staff on the subject of sexual harassment in the workplace. This training reinforces the policy and procedures set forth in the Village's Employee manual and is important to have should a sexual harassment lawsuit be filed.
- **New Village Clerk** – The new Village Clerk, Joy Davis, will be starting on Wednesday 5/28 so make sure to stop by and say hello.

➤ **Important Dates for next week:**

1. RTCC Meeting – 5/28 – BCC Leland Campus
2. Memorial Day – 5/26 – Staff Off