



Village of Bald Head Island
NORTH CAROLINA

Memorandum

Date: November 17, 2023
To: Mayor & Village Council
From: Jae Kim, Assistant Village Manager
Subject: Manager's Report, additional update

IPC/PO – Update

- Update on September package counts that came through the IPC/PO facility:
 - 6,251 Total packages for October 2023 with an **11.3% decrease** from the month before (7,049 packages)
 - **30.2% increase** from the year prior when there were 4,799 Total packages from October 2022
- Average Saturday Numbers listed below from May 2023 to current & includes number of packages handed out:
 - Average: 60 customers & 176 packages
- FEDEX Contract – **Update (no change from last month)**
 - Revisions made by Charles and submitted back to FedEx/USCartage & waiting for a response.
 - Followed up with an email on 11/16 asking about the status. Prior email was sent to them on 11/2, 2 weeks ago.
- USPS Contract – **Update (no change from last month)**
 - Southport postmaster conducted a quarterly CPU (Contracted Postal Unit) inspection on 10/17/23 (Tuesday).
 - Awaiting a meeting from division staff that deals with contracts to setup a zoom meeting with management (requested the Village Manager to be available).
 - Followed up with an email to Southport Postmaster on 11/16 about a meeting that contract management wanted to schedule. Have not heard back from them since last month's inspection.

Shoreline Protection

- American Flood Coalition (AFC) – NC Legislative Updates, Nov. 15th 11:00 AM (Emily Hill attended virtually, I did as well too but I was only able to sign on late into the call)
 - AFC will provide state flood resilience legislative update at the state and federal levels and its impacts on communities.
 - Receive executive briefing from staff and key state officials.
 - Available funding opportunities and how other NC are utilizing those funds.
 - Q&A.
- USACE – Wilmington Harbor 403 Letter Report & EIS – Workshops
 - Two in-person sessions (aquatic resources & habitat and wetlands). Available space is limited, but we have Christian Preziosi and Greg Finch (Davey Resource Group) attending and representing the Village.
 - Additional virtual workshops will be available on topics such as engineering/water resources modeling by Stantec (USACE's contractor) providing an overview/introduction of the hydrologic and water quality modeling (10/24).
 - Virtual session on ecological models – aquatic species & habitat....TBD.

Lobbyist (Federal - Update)

- **November monthly report** provided to Council by email prior to monthly Council meeting. Status of the \$4.5M for our Coastal Storm Damage Reduction Project (private beach nourishment) briefed.
- Staff (Jae) emailed Bob Kiestler on 11/8 (Wednesday) to discuss next steps on pursuing a long-term (multi-year) MOA (Memorandum of Agreement) for a contributed funds agreement that would allow for greater amounts of sand to be placed on the beach and at different locations on the beach at non-federal expense. (Have not heard back, sent follow up email on 11/17 and also verbally reminded him of my email when I saw him at the NCBIWA conference on Thursday (11/16).

Lobbyist (State – Update)

- Rep. Miller (confirmed) and Sen. Rabon (unconfirmed) plan a site visit to the island on Monday, November 27th. Our government relations advisor with BrooksPierce plans to attend as well. A tour of our public facilities will be given, and ongoing projects discussed.
- \$965k appropriation status
 - Office of State Budget & Management (OSBM) must certify the budget (60-90 days)
 - Someone from that office or agency should reach out to you with some paperwork to complete.
 - OSBM will dictate acceptable uses...but should the Village run into any issues, we can get Sen. Rabon/Rep. Miller to reach out.
 - Budget certification process takes 30-60 days, but with the large number of earmarks in this year's budget may delay that. Budget went into effect on 10/3, so the process should have begun.

AIA (Asset & Inventory Assessment) Grant Update (no changes from last month– continuing item)

- November monthly meeting (2nd Tuesday). **The meeting for November was cancelled. Moved to next month (December 12th).**
 - **Next steps on the project.**
 - Review drawings and start scan linking them to the geodatabase.
 - Review GIS files provided by the Village and perform gap analysis.
 - **Grant administration status**
 - All startup documents and procurement document submitted to DWI (Division of Water Infrastructure).
 - 11/6 – Reimbursement #1 and meeting minutes for both AIAs submitted to DWI.
- Should Council ask again what specific tasks will be taken under this grant:
 - Asset Inventory
 - Interview staff
 - Collect asset inventory data
 - Conduct asset condition assessment
 - Includes field condition assessment with ratings of facility asset, and estimating percent of remaining useful life
 - CIP (Capital Improvement Plan)
 - ID projects based on asset condition & remaining life of service
 - ID project funding demands, costs, forecast funding demands over 10yrs for both vertical (facility) and linear assets
 - Estimate annual cash flow requirements for funding program.