



# Village of Bald Head Island

NORTH CAROLINA

## Memorandum

**Date:** March 15, 2024  
**To:** Mayor & Village Council  
**From:** Jae Kim, Assistant Village Manager  
**Subject:** Manager's Report, additional update

---

### IPC/PO – Update

- Update on February package counts that came through the IPC/PO facility:
  - 5,286 Total packages for February 2024 with an **8.4% increase** from the month before (4,877 packages).
  - **34% increase** from the year prior when there were 3,944 Total packages from February 2023.
- Average Saturday Numbers listed below from May 2023 to current & includes number of packages handed out:
  - **Average: 53 customers & 161 packages.**

### Shoreline Protection

- **\*Reminder\* 2024 Spring NCBIWA (NC Beach, Inlet and Waterway Association) Conference**
  - May 9-10 (Thrs-Fri) in Emerald Isle.
  - Updates from the USACE NC Coast Guard, NC Divisions of Coastal Management & Water Resources.
- Shallow Draft Navigation Channel Maintenance Project - UPDATE
  - Our contractor (Coastal Dredging) is working on a project at Wrightsville Beach, will be coming to BHI in 3-4 weeks.
  - If shoaling becomes an immediate concern before they are scheduled to arrive, they will bring a dredger right away to assist.
- **Coastal Storm Damage Reduction Project (CSDR) Update**
  - 3/9, President signed a “minibus” appropriations deal that included 6 of the 12 annual appropriations bills. Our \$4.5M request for our project was included among the 6 in the Commerce, Justice, Science (CJS) bill under the Coastal Zone Management account.
  - Appreciation for Congressman Rouzer and his team for their support on the project. Our federal lobbyist will continue to monitor the developments as agencies begin the process of disbursing funds.

### **Grants: AIA – Update**

- 2/26 (Mon) – 3/7 (Thurs), WR field survey crew stayed on island mapping Village-owned water and wastewater collection system. All initial fieldwork completed and now compiling data for staff review and redlines. Once the process is complete, the survey crew will return to the island to finalize any necessary corrections.

### **Grants: Local Assistance for Stormwater Infrastructure Investments (LASII) - Update**

- Village received LOI (Letter of Intent) from the Division of Water Infrastructure for a Stormwater Planning Grant, and the State Water Infrastructure Authority (SWIA) approved our project as eligible to receive a grant for \$350,000.
- JP and his staff worked with WithersRavenel in preparation for this application last fall.
- Projects that will improve or create infrastructure for controlling stormwater quantity and quality.
- Village had also applied for a Drinking Water SRF Construction – Emerging Contaminants application, which this one was not recommended for funding, it has a strong chance in the next round which will automatically be submitted. This round, the state approved other projects that were very high requests. Ours was \$5M.

### **RFQ – UDO (Unified Development Ordinance & Related Village Code of Ordinances Update**

- Review committee met and reviewed the 5 submittals:
  - Bolton & Menk
  - CPL
  - Insight, ESP, and KCI
  - White & Smith
  - WithersRavenel
- WithersRavenel was selected based on scoring rubric on following categories:
  - Firm experience/reputation/workload
  - Project management approach and methodology
  - Experience of project team
  - Thoroughness of the proposal
- Contract review will begin next week to have legal counsel review prior to presentation at the April Council meeting for approval.

### **Commercial Review Board**

- Standing meetings – 1<sup>st</sup> Tuesdays of the month as long as there is business to conduct.
  - 3/5 – 1 preliminary application – Phillips Air Care
  - CRB consultant provided feedback for submittal plans along with input from the building inspector that serves as the CRB administrator. Written comments submitted back to the architect within 14 days so that applicant can be prepared to submit final review for April's meeting.