

Shore Protection Manager

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**CARTERET COUNTY BEACH COMMISSION MEETING**  
**May 22, 2023; 2:00 pm**  
**EMERALD ISLE TOWN BOARD ROOM**

**Remote Access Information (Zoom Meeting):**

Video & Integrated Computer Phone:

<https://carteretcountync.zoom.us/j/5584427512?pwd=eFEvY29zZ0tzWjFPVjBLSFRVOENGUT09>

Meeting ID =558 442 7512; Password = 728557

Phone Only Access: = 833 548 0276 US Toll-free (Meeting ID = 558 442 7512; Password = 728557)

## AGENDA

(1)	<b>Call to Order</b>	<i>Chairman Navey</i>
(2)	<b>Approval of Minutes.</b> (Regular Beach Commission Meeting – April 24, 2022)	<i>Chairman Navey</i>
(3)	<b>CBRA Contract Extension</b>	<i>Ryan Davenport</i>
(4)	<b>Bogue Inlet Widener Cost Estimate</b>	<i>Ryan Davenport</i>
(5)	<b>Occupancy Tax Update</b>	<i>Ryan Davenport</i>
(6)	<b>Other Business</b>	<i>Ryan Davenport</i>
(7)	<b>Public Comment</b>	<i>Chairman Navey</i>
(8)	<b>Adjourn (Next Meeting June 26)</b>	<i>Chairman Navey</i>

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## CARTERET COUNTY BEACH COMMISSION

### Agenda Topic Cover Sheet

# Approval of Minutes

## Regular Beach Commission Meeting – April 24, 2023

Meeting Date: **5/22/2023** Topic No. **2**

Suggested Action: A motion should be entertained to approve the April 24, 2023 meeting minutes with any recommended changes from the Beach Commission.

Attached for the Beach Commission's review, comments, and subsequent approval are the minutes for the Commission's April 24<sup>th</sup> regular meeting.

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## ***Memorandum***

To: Carteret County Beach Commission

From: Ryan Davenport

Re: Carteret County Beach Commission Meeting April 24th, 2023 – Minutes

### **Attendance**

Commission Members Danny Navey (Chair), Mayor Brodman (Co-chair), Mayor Holland, Jimmy Farrington, Austin Waters, Larry Corsello, Darryl Marshall, Donald Hardy, Kyle Lagos and secretary Ryan Davenport, and the general public.

### **(1) Call to Order**

Chairman Navey called the meeting to order. Introductions of each commission member present were made.

### **(2) Approval of Minutes**

Mayor Brodman made a motion to approve the minutes from the March 27th regular meeting. Commissioner Hardy provided a second for the motion. The minutes were approved unanimously.

### **(3) Sand Search Update**

Doug Huggett with Moffatt and Nichol presented an update on the Sand Search. In his presentation he identified the Nearshore Berm and Cape Lookout Shoals as priority areas. Cape Lookout Shoals may present permitting issues and extra costs due to location. New exploratory areas were identified as offshore Emerald Isle/Pine Knoll Shores, offshore Shackelford and West of Area Q. The Nearshore Berm West appears to be most promising with 11.2 Mcy. An agency scoping meeting has been proposed during the first 3 weeks in May. Commissioner Corsello asked what Phase II would look like. Discussion between Mr. Huggett and the commission covered various possibilities on Phase II. Commissioner Navey stated that the ultimate goal was to place sand in our "Tool Box".

### **(4) CBRA Update and Contract Extension**

Ryan Davenport presented the monthly update from Ward and Smith on CBRA issues in Bogue Inlet. He also presented to the commission a contract extension for Ward and Smith services into 2024. Mayor Brodman asked if this expenditure was necessary and if there is potential for this expense to go on indefinitely. Mr. Davenport explained that a change in CBRA designation could prohibit Bogue Banks from receiving beneficial sand from Bogue Inlet. Further discussion among the commission resulted in a decision to

wait until next meeting for vote. Mr. Davenport stated that he would ask Mr. McIntyre to be present at the May meeting to answer questions.

**(5) Discussion on Bogue Inlet Dredging**

Ryan Davenport stated that the SPO was continuing to work toward receiving beneficial sand from an ACOE dredging project in Bogue Inlet. He went on to state that the SPO was awaiting a cost estimate from ACOE. Hopefully this will be available for review by the May meeting.

**(6) Occupancy Tax Update**

Ryan Davenport presented the latest Carteret County Occupancy Tax update to the Commission. He stated that Occupancy Tax appears to be on trend with recent years. In February of 2022 a total of \$335,435.30 was collected. In February of 2023 a total of \$326,116.08 was collected.

**(7) Other Business**

Ryan Davenport stated that the Beaufort Inlet Sea Buoy has been replaced. The SPO continues to monitor USFW Red Knot rules. Doug Huggett stated that sediment sampling of Homers Point channel has been requested.

**(8) Public Comment**

No one provided public comments.

**(9) Adjourn**

Commissioner Farrington made a motion to set the next meeting on May 22<sup>nd</sup>. Commissioner Hardy provided a second. The motion passed unanimously.

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## CARTERET COUNTY BEACH COMMISSION

### Agenda Topic Cover Sheet

# CBRA Contract Extension

Meeting Date: **5/22/2023**

Topic No. **3**

Suggested Action: A motion should be made to authorize or deny the contact with Ward and Smith for CBRA services

Mike McIntyre with Ward and Smith will be available for questions.

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mmcintyre@wardandsmith.com

April 17, 2023

CONFIDENTIAL

VIA EMAIL (*ryan.davenport@carteretcountync.gov*)

Mr. Ryan Davenport  
Carteret County Shore Protection Office  
PO Box 4297  
Emerald Isle, NC 28594

RE: Carteret County Beach Commission

Dear Ryan:

Reference is made to our recent discussion about the extension of our agreement of representation of the Carteret County Beach Commission (“CCBC”) with regard to its government relations work and associated issues. We greatly appreciate your giving us the opportunity to be of service to you, and we look forward to having an opportunity to extend this agreement through June 30, 2024, as offered in our original proposal of May 17, 2022, which was extended by the CCBC as per the same terms in our letter dated November 1, 2022.

The Retainer and Fees will continue at \$3300 per month for services rendered by Ward and Smith, PA, and \$2200 per month for services rendered by The Ferguson Group, for a total monthly retainer of \$5500, with any change in the Nature and Scope of Representation subject to mutual agreement. All other terms remain the same.

We look forward to having the opportunity to continue working with you and the CCBC.

April 17, 2023

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If you have any questions regarding this matter, please do not hesitate to contact me.

Sincerely,



Mike McIntyre  
Attorney - Member of Congress, 1997-2015

Read and agreed.

Carteret County Beach Commission

By: \_\_\_\_\_ Date \_\_\_\_\_  
Ryan Davenport, Executive Director

Approved:  
Carteret County Board of Commissioners

By: \_\_\_\_\_ Date \_\_\_\_\_  
Jimmy Farrington, Chairman

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## CARTERET COUNTY BEACH COMMISSION

### Agenda Topic Cover Sheet

# Bogue Inlet Widener Cost Estimate

Meeting Date: **5/22/2023**

Topic No. **4**

Suggested Action: A motion should be made to authorize or deny the opportunity to purchase additional sand from Bogue Inlet dredging.

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DEPARTMENT OF THE ARMY  
WILMINGTON DISTRICT, CORPS OF ENGINEERS  
69 DARLINGTON AVENUE  
WILMINGTON, NORTH CAROLINA 28403-1343

16 May 2023

SUBJECT: FY24 AIWW Maintenance Dredging, North Carolina – Budget Information

Matt Zapp  
Town Manager  
Town of Emerald Isle  
7500 Emerald Drive  
Emerald Isle, NC 28594

Dear Mr. Zapp:

The Wilmington District (SAW) plans to issue the FY-24 AIWW Maintenance Dredging Solicitation by the end of June 2023 with a bid opening scheduled for the end of July 2023. This contact is scoped to address shoaling areas in the Atlantic Intracoastal Waterway, NC Project. As requested, we have incorporated an optional bid item for maintenance dredging of the Section 1, Tangent G Widener (Bogue Inlet Crossing Widener) in this solicitation. This material, along with what is dredged from the main crossing is scheduled to be placed on the adjacent beach at Emerald Isle, NC. Based on our most recent condition surveys, we have estimated a total of 160,000 cubic yards are available to be dredged from the widener.

The budget cost of the optional bid item to include Contractor Earnings, Contingencies, Engineering During Construction and Supervisory & Administration is summarized below.

**FY24 AIWW Solicitation**  
**Funds Request for Section 1 Tangent G Widener Option**

**Maintenance Dredging: Section 1 Tangent G Widener**

Contractor Earnings (150,000 Cubic Yards)	\$2,512,840.00
Contingency Approximately 5% of Dredging	\$125,160.00
EDC	\$12,000.00
S&A (Including Surveys)	\$15,000.00
<b>Budget Estimate Total:</b>	<b>\$2,665,000.00</b>
<b>Funds on Hand:</b>	<b>\$0.00</b>
<b>Estimated Funds Required:</b>	<b>\$2,665,000.00</b>

We will have an official funding request with updated numbers following the bid opening scheduled for late July 2023. Please let me know if you have any additional questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Brennan Dooley". The signature is fluid and cursive, with a large initial "B" and "D".

Brennan Dooley  
Civil Works Project Manager

cc:

Kevin Hart, North Carolina Division of Water Resources  
Laura Poirier, Accountant USACE

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## CARTERET COUNTY BEACH COMMISSION

### Agenda Topic Cover Sheet

# Occupancy Tax Update

Meeting Date: **5/22/2023**

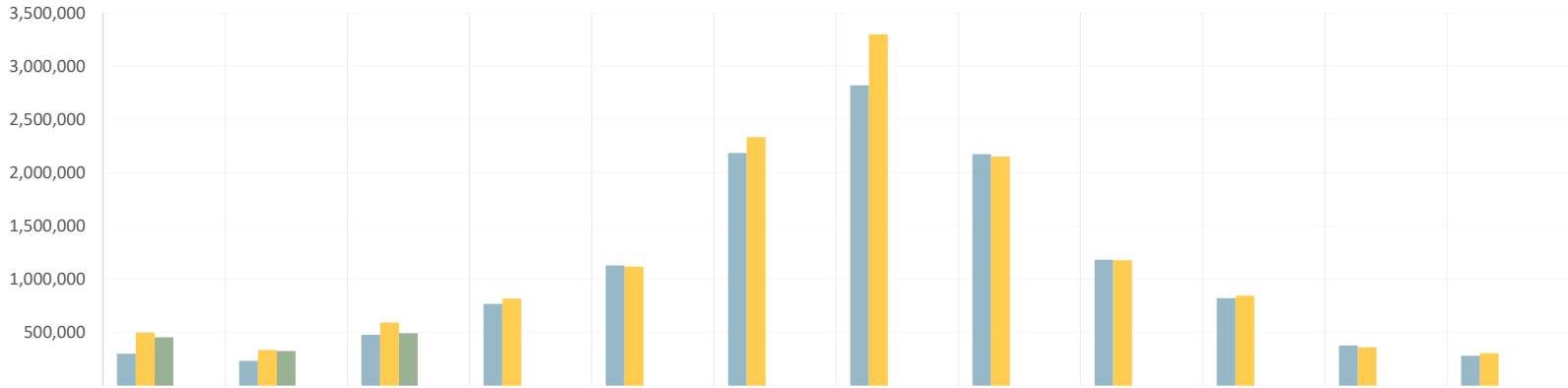
Topic No. **5**

Suggested Action: None

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# Occupancy Tax Trends

Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec Tips



Expenses	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Trend
2021	\$ 299,728.21	232,390.16	476,558.20	768,259.77	1,129,886.56	2,186,740.91	2,820,611.25	2,175,388.43	1,183,537.29	822,229.66	378,205.99	281,096.25	12,754,632.68	
2022	499,299.23	335,435.30	593,605.64	818,610.13	1,117,595.08	2,333,985.24	3,300,812.38	2,152,107.27	1,177,679.02	844,818.72	359,300.58	303,839.77	13,837,088.36	
2023	453,852.65	326,116.08	492,347.10											
<b>Total</b>	<b>1,252,880.09</b>	<b>893,941.54</b>	<b>1,070,163.84</b>	<b>1,586,869.90</b>	<b>2,247,481.64</b>	<b>4,520,726.15</b>	<b>6,121,423.63</b>	<b>4,327,495.70</b>	<b>2,361,216.31</b>	<b>1,667,048.38</b>	<b>737,506.57</b>	<b>584,936.02</b>	<b>26,591,721.04</b>	

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### Agenda Topic Cover Sheet

#### Other Business

Meeting Date: **5/22/2023**

Topic No. **6**

Suggested Action: None

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# Public Comment

Meeting Date: **5/22/2023**

Topic No. **7**

Suggested Action: None

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## CARTERET COUNTY BEACH COMMISSION

### Agenda Topic Cover Sheet

**Adjourn**

Meeting Date: **5/22/2023**

Topic No. **8**

Suggested Action: None

Next meeting June 26

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