

Draft

Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes – April 30, 2018

A quorum being present, Ms. Lisa Thompson called the meeting to order at 9:10AM. Present were Ms. Lisa Thompson, Mr. Jim Blackerby and Mr. Pat Stockwell. Commissioners present were Mr. David White, Ms. Diane Simmons, and Mr. Allen Price.

NCDEQ GRANT APPLICATION ASSISTANCE

The Committee reviewed, discussed and offered additions and corrections to the following draft documents:

FAQ's re: Pointe Restoration Project

Letter to citizens requesting attendance at public meeting re: restoration and importance of support

The Committee discussed the why, how and when of a public meeting advising the Town citizens of the Restoration Project.

Commissioner Price submitted a spreadsheet for use in tracking and recording hours spent for use as in kind match for grant application.

Without objection the Committee recessed at 9:45 to reconvene 3 May at 9AM.

Respectfully submitted,
Lisa Thompson, Chairman HWAC

Draft

Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes -- May 3, 2018

The Committee reconvened at 9:00AM. Present were Ms. Lisa Thompson and Mr. Jim Blackerby. Commissioners present were Mr. David White, Ms. Diane Simmons, and Mr. Allen Price. Town manager, Diane Miller was also present

NCDEQ GRANT APPLICATION ASSISTANCE

The Committee discussed strategies for moving forward with the Restoration Plan in spite of no funds available from NC Coastal Federation. Coastal Federation will still continue as partner. The Committee determined to continue to search for funding for the project and will continue moving forward with NCDEQ application.

Ms. Miller will reach out to other entities re: funding opportunities in addition to \$200K from NCDEQ

Without objection the Committee recessed at 9:45 to reconvene 7 May at 9AM.

Respectfully submitted,
Lisa Thompson, Chairman HWAC

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Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes – May 7, 2018

The Committee reconvened at 9:05AM. Present were Ms. Lisa Thompson, Mr. Pat Stockwell and Mr. Jim Blackerby. Commissioner present was Ms. Diane Simmons. Town manager, Diane Miller was also present.

NCDEQ GRANT APPLICATION ASSISTANCE

Ms. Miller advised the Committee whom she had contacted for assistance with funding opportunities: Eastern Carolina Council of Governments; Economic Development Administration; EPA; Corps of Engineers.

Ms. Miller also advised the Committee that the Initial Letter Request for \$50K from Duke Energy was rejected.

Ms. Simmons and Mr. Blackerby will search internet for any possible funding opportunities related to living shorelines, storm protection or any closely related topic.

Without objection the Committee adjourned at 9:35 to meet 10 May at 8AM at its regularly scheduled monthly meeting.

Respectfully submitted,
Lisa Thompson, Chairman HWAC

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Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes – May 10, 2018

A quorum being present, Ms. Lisa Thompson called the meeting to order at 8:05AM. Present were Ms. Lisa Thompson, Mr. Jim Blackerby, and Mr. Pat Stockwell. Commissioner present was Ms. Diane Simmons.

Approval of 12 April, 19 April and 24 April 2018 Meeting Minutes

The minutes were approved upon motion of Mr. Pat Stockwell, seconded by Jim Blackerby, with all voting in favor.

Old Business

Status of Current Projects:

- Small watercraft racks –constructed, waiting for installation
- NC King Tides Project – Tide measuring device installed at Town Dock #1.
- Small boat dock project - Waiting on welding equipment to become available for work
- Pump out - operational
- New Burgees due soon
- Harbor Master proposal – waiting on contract approval and advertise position

Joint meeting with Tourism & Parks and Recreation Committees

The meeting is scheduled for 15th of May at 5:30pm. Ms. Thompson encouraged all to attend.

Meeting with Duke Attorneys

Ms. Thompson advised the Committee that representatives of the Town met with environmental law students and professors from Duke University. They presented a “prioritized” request for the students to research and report back to the Town. The prioritized list included: 1. dinghy dock extension – easement issues and a continuing review of town’s options; 2. abandoned boats and other topics including, littering, bilge releases, boat bottom work and its effects on water quality, hazmat approvals, ADA access at net house and what are Town options.

Whittaker Creek issues

Under assessment. Issues have been turned over to appropriate authorities.

NC DEQ Grant Application Assistance

- Grant application paperwork and support documentation to be prepared by HWAC committee
- Deadline for grant submission to DEQ is June 30th 2018.
- Mr. Blackerby reported that the Coastal Federation will allow the use of their engineering template for the living shoreline construction.
- There was discussion as to how to get the public’s “buy-in” as to the importance of the restoration.
- Committee members reviewed and discussed the Grant application/process and agreed to meet on May 21 at 9AM, May 24 at 8AM, May 30 at 8AM, 7 June 8AM and 11 June 8AM to continue work on planning and preparation for application submission.

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NEW BUSINESS

Tierney Resignation

The Committee sadly accepted the resignation of Art Tierney and will begin a search for a member to fill his position.

Dredging Whittaker Creek channel

Mr. Stockwell raised the issue of locating a leader in order for matching funds to be raised. Ms. Thompson advised that she had met with John Deaton, and he had agreed to take the lead on the dredging project for the Friends of Whittaker Creek. This is a separate issue from the restoration project though the two projects do overlap. It was suggested that the Tourism Board might be able to assist in raising the funds. This will be a discussion point to take to the joint meeting.

Without objection, the meeting was adjourned at 9:25AM with the next regular meeting scheduled for June 14th 2018 at 8:00AM and work meetings scheduled for May 21 at 9AM, May 24 at 8AM, May 30 at 8AM, 7 June 8AM and 11 June 8AM.

Respectfully submitted,
Jim Blackerby, Secretary - HWAC

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Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes – May 16, 2018

A portion of the Committee met at 5:00PM. Present were Ms. Lisa Thompson and Mr. Pat Stockwell. Commissioners present were Mr. David White and Ms. Diane Simmons. Town manager, Diane Miller was also present.

NCDEQ GRANT APPLICATION ASSISTANCE

Ms. Miller reported on progress:

Lynwood Stroud has agreed to provide the engineering for the project and also agreed to provide engineering numbers for the grant application for a fee of \$5,000. Derrick of Cahoon Construction has been given drawings to provide estimates for the cost of the project. She participated in a conference call with Eastern Carolina Council of Governments; Economic Development Administration and EPA.

There were discussions of the phases for planning the project so that the DEQ grant might cover permitting, and breeches.

The group then agreed to study, review and begin penciling in information for the application by the 21 May meeting. They also agreed that a presentation about the project would be made at the 5 June Town Meeting.

Without objection the Committee adjourned at 6:35 to meet 21 May at 8AM.

Respectfully submitted,
Lisa Thompson, Chairman HWAC

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Town of Oriental, NC Harbor Waterfronts Advisory Committee Meeting Minutes – May 21, 2018

With a quorum of the Committee being present, Ms. Lisa Thompson called the meeting to order at 8:10AM. Also present were Mr. Pat Stockwell and Mr. Jim Blackerby. Commissioner present was Ms. Diane Simmons. Town manager, Diane Miller was also present for a portion of the meeting.

NCDEQ GRANT APPLICATION ASSISTANCE

Ms. Thompson reported on the following progress:

- Waiting for engineering estimate from Mr. Stroud.
- Waiting for cost proposal from Bobby Cahoon Construction.
- Update on meeting with Lexia Weaver, Coastal Federation
 - Received copies of prior living shoreline projects
 - Copy of CAMA permits
 - Coastal Federation will provide letter of support and additional documents related to the project
- Importance of setting up a phased plan
- Need for a CAMA pre-application meeting
- Public presentation 5 June

Discussion continued among all re: requirements for grant application:

- Set up and define phases
- In-kind match items
 - Land - appraisal
 - Soil
 - Administrative time
- Form letter for business support
- County support
- Requirements for CAMA major permit
 - Studies?
 - Corps of Engineers
 - Environmental
 - Critical fish habitat

Discussions continued about searches for any additional funding sources, including sources provided by NCDEQ grant administrator, Amin Davis.

List of items for 5 June public presentation:

- 4 – 5 really good photos of project and those affected
- FAQ's

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- Bullet points for Diane M.
- Brainstorm possible questions from public
- Resident support form for signatures
- Use 1 May letter as handout

The Committee set assignments: Mr. Blackerby – graphics; all members – funding sources; Mr. Stockwell - draft letter to local businesses.

The Committee set a schedule for additional meetings to work on grant issues:

24 May 8AM – Town Hall

30 May 8AM – Town Hall

7 June 8AM – Town Hall

11 June 8AM – Town Hall

Without objection the Committee adjourned at 9:45 to meet 24 May at 8AM.

Respectfully submitted,
Lisa Thompson, Chairman HWAC

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Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes – May 30, 2018

With a quorum of the Committee being present, Ms. Lisa Thompson called the meeting to order at 8:10AM. Also present were Mr. Pat Stockwell, Mr. Jim Blackerby and Town Manager, Diane Miller.

NCDEQ GRANT APPLICATION ASSISTANCE

Ms. Miller reported on the following progress:

- Conference call to spread word of need for funding
- Rough numbers from Cahoon Construction – 2 tons granite/linear ft up \$650,000
- Hauling fill \$150,000-\$200,000
- Can Pierce Creek spoils be used?
- Copy plans for NCCCF Hatteras living shoreline project
- Need for CAMA pre-application meeting

Discussion continued among all re: requirements for grant application:

- Set up and define phases
 - Phase 1 – Engineering & permitting
 - Phase 2 – Saving breeches
 - Phase 3 – River side – living shoreline
 - Phase 4 – Creek side – living shoreline
 - Phase 5 – Breakwater (like Oriental Harbor) to protect creek long term
- In-kind match items
 - Land – appraisal/versus tax value
 - Soil
 - Administrative time
- Graphics?
- Prior denials of protection

Without objection the Committee recessed at 9:15 to meet 7 June at 8AM.

Respectfully submitted,
Lisa Thompson, Chairman HWAC

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Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes – June 7, 2018

With a quorum of the Committee being present, Ms. Lisa Thompson called the meeting to order at 8:05AM. Also present were Mr. Walter Vick, Mr. Jim Blackerby, Commissioner Diane Simmons and Town Manager, Diane Miller.

NCDEQ GRANT APPLICATION ASSISTANCE

The meeting began with kudos to Ms. Miller for her presentation at the Town Meeting on 5 June. All commented on the few negative responses received and how perhaps citizens understood the problem and a need for a fix.

Ms. Miller reported that Stroud Engineering will provide services for the grant for \$5,000 which was approved by the Board.

Discussions continued on Hurricane Matthew funding sources – how to access. She also explained that the restoration project may fit the parameters of funds available through the Golden Leaf Fund which received an additional \$10M from the legislature for Hurricane Matthew recovery.

Ms. Thompson passed on information received from the NCDEQ grant administrator that the State Soil Conservation Office is set to receive \$61M – how to access.

There was a discussion as to information and attendees needed for a CAMA pre-application meeting.

Without objection the Committee recessed at 9:00 to meet 11 June at 8AM.

Respectfully submitted,
Lisa Thompson, Chairman HWAC

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Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes – June 11, 2018

Ms. Lisa Thompson called the meeting to order at 8:15AM. Also present were Mr. Jim Blackerby, Commissioner Diane Simmons and Town Manager, Diane Miller.

NCDEQ GRANT APPLICATION ASSISTANCE

The meeting began with the following updates and discussions:

- Interaction & interface of flooding and storm water projects with effects of no restoration of the Pointe
- Input and support from Lexia Weaver and NCCF
- Contact with County Emergency Manager
- Need for Model Resolution from Commissioner and No Conflict of Interest Statement
- Importance of in-kind match items: land; time; engineering

The Committee worked through the application, item by item, reviewing and discussing the entries to be used. All members will bring their input for the application entries to the 21 June meeting.

Without objection the Committee adjourned at 9:00 to meet 14 June for its regularly scheduled monthly meeting at 8AM.

Respectfully submitted,
Lisa Thompson, Chairman HWAC

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Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes – June 14, 2018

A quorum being present, Ms. Lisa Thompson called the meeting to order at 8:10AM. Present were Ms. Lisa Thompson, Mr. Pat Stockwell, and Mr. Walter Vick. Commissioner present was Ms. Diane Simmons along with the Town Manager, Diane Miller.

Approval of Meeting Minutes

No minutes were available for adoption.

Old Business

Status of Current Projects:

- Small watercraft racks – Constructed, installed and awaiting ordinance adoption on 28 June
- Town Docks – Increased number of “Loopers” (those traveling the Great Loop) passing through after annual meeting in New Bern last year, staying at the docks and enjoying Oriental

NC DEQ Grant Application Assistance

- Ms. Miller reported on support letters requested and tax value issues
- Ms. Thompson reported on discussions with NCDEQ re: pros and cons of timing of land acquisition and the need to change application form and direction to that of Stream Restoration in order to pay engineering, permitting and initial breach repair costs. Additional engineering information will be needed to complete the application.
- Upon motion of Mr. Stockwell, with a second by Mr. Vick, the Committee voted to recommend to the Commissioners that needed match funds for the NCDEQ grant be paid from the Harbor Waterfronts “reserve” funds.

NEW BUSINESS

Golden Leaf Opportunity

Ms. Miller presented information about a funding opportunity through the Golden Leaf Fund, which in its grant cycle this year will be putting an emphasis on grants requesting funds for projects related to damage from Hurricane Matthew. The committee agreed that the Town should look into pursuing this funding option.

Without objection, the meeting was adjourned at 9:10AM with the next regular scheduled monthly meeting on 12 July 2018 at 8:00AM and grant work meetings scheduled for June 21 at 8AM at Town Hall and June 26 at 8AM at Sea Harbour Yacht Club.

Respectfully submitted,
Lisa Thompson, Chairman - HWAC

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Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes – June 21, 2018

Ms. Lisa Thompson called the meeting to order at 8:15AM. Also present were Mr. Pat Stockwell, Commissioner Diane Simmons and Town Manager, Diane Miller.

NCDEQ GRANT APPLICATION ASSISTANCE

Ms. Miller advised the Committee of the following:

- Official notice of denial of opportunity to apply for \$50,000 from Duke Energy
- Update from discussions with Golden leaf staff -
Audits must be completed
Town must acquire property
- Need for “special” appraisal of the property

The Committee worked through the parts of the application entries. All were reminded to update and submit time sheets for in-kind calculations.

Without objection the Committee recessed at 8:45 to meet 26 June at 8AM at Sea Harbour Yacht Club for final inputs into application documents.

Respectfully submitted,
Lisa Thompson, Chairman HWAC

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Town of Oriental, NC
Harbor Waterfronts Advisory Committee
Meeting Minutes – June 26, 2018

Ms. Lisa Thompson called the meeting to order at 8:20AM. Also present were Mr. Pat Stockwell, Mr. Jim Blackerby, Commissioner Diane Simmons and Town Manager, Diane Miller.

NCDEQ GRANT APPLICATION ASSISTANCE

Ms. Miller advised the Committee of the following:

- Audit issues have been addressed to the satisfaction of Golden Leaf
- “Special” appraisal to be completed in July and landowners will pay the fee

The Committee worked through the restoration project budget all sections of the DEQ application entries.

Without objection the Committee adjourned at 10AM to complete the NCDEQ and Golden Leaf applications and to meet at its next regularly scheduled monthly meeting on 12 July at 8AM.

Respectfully submitted,
Lisa Thompson, Chairman HWAC

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Town of Oriental, NC Harbor Waterfronts Advisory Committee Meeting Minutes – July 12, 2018

A quorum being present, Ms. Lisa Thompson called the meeting to order at 8:05AM. Present were Ms. Lisa Thompson, Mr. Jim Blackerby, Mr. Pat Stockwell and Mr. Walter Vick. Commissioners present were Ms. Diane Simmons and Mr. Allen Price. Town Manager, Ms. Diane Miller joined in toward the end of the meeting.

Approval of Meeting Minutes

No minutes were available for adoption.

Old Business

Status of Current Projects:

- Small watercraft racks – constructed, installed and waiting on locks
- Harbor Master proposal – waiting on attorney input
- Pump out – operational, heavy use, no complaints and no down time
- Parrot Head Regatta 28 July – docks reserved and members asked to assist boats in docking
- Whittaker Creek Yacht Harbor issues:
Mr. Stockwell and Mr. Vick inquired as to status of Travel lift SUP in light of appearance of no construction progress in addition to overgrown grass piles of cut trees and creosote pilings, piles of trash – junkyard appearance. Ms. Mill explained the status of the SUP.
- Dredging Whittaker Creek channel – John Deaton to take lead on the dredging – looking into extension of grant. The Tourism Board will host a public meeting on July 19th at 7pm at the Old Theater that proposes support for funding the dredging project match.

Status NCDEQ & Golden Leaf Grant Applications

- NC DEQ Grant Application – application submitted 29 June; waiting on September DEQ grant award update
- Golden Leaf Grant Application – application submitted 29 June; waiting on mid-August grant award update

NEW BUSINESS

Golden Leaf Site Visit

2 members of Golden Leaf Fund staff came to Oriental, met with Ms. Miller and Ms. Thompson, posed questions and took a boat trip to Whittaker Point and up Whittaker Creek and its canals to ascertain the scope of the project. Their questions and follow up discussions included in kind match dollars, timing, costs and local impacts. Following the site visit the staff called Ms. Miller and asked her to increase the grant application amount to \$916,406 to include the cash match for the NCDEQ grant.

Committee Vacancy

Recommendations are being received and reviewed. Members were encouraged to seek interested individuals.

Committee Member Comments

Mr. Stockwell – Concerns re: Whittaker Creek Yacht Harbor issues

Mr. Vick – Suggestions for a fundraising kickoff

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Mr. Blackerby – Updates from discussion with Dr. Weaver - Coastal Federation will be applying for funding for the Pointe Restoration through the National Fisheries and Wildlife. The Coastal Federation has agreed to pay for planting marine vegetation to support the living shoreline restoration design.

Without objection, the meeting was adjourned at 9:25AM with the next meeting scheduled for 9 August at 8:00AM.

Respectfully submitted,
Jim Blackerby, Secretary - HWAC

To: Oriental Town Board

From: Debra Khouri, BRMSD Board Member

Re: The Bay River Metropolitan Sewerage District Board at its monthly meeting held on June 21, 2018

Actions taken at this meeting.

After the public hearing the board approved the 2018-2019 budget.

After the public hearing the board approved the System Development Fee Resolution.

The board approved the staff salaries for 2018-2019.

Other Items:

No other items, outside of general housekeeping topics, were discussed

Tourism Board Regular Monthly Meeting

July 17, 2018 – Oriental Town Hall

A quorum being present, meeting was called to order by Chair Marsha Paplham at 5:30PM.

Members in Attendance: Marsha Paplham, Suzanne Gwaltney, Carol Mabe, Victoria Hardison, and Town Board representative Dianne Simmons. Guest Lisa Thompson – Harbor/Waterfronts Committee.

Discussion: Updates were given on the Whittaker Creek Dredging and Whittaker Pointe Restoration projects. Final plans were discussed for helping host a town meeting at the Old Theater on Thursday night, July 19th to present these critical projects to town's people and local business owners. Key is to raise matching funds of \$120,000 from private donations to activate the grant secured from the state. Gift in Kind donations of services from surveyors, geologist etc. are being counted toward the matching funds and we still need to raise \$109,000. We have an estimated \$220 million in property and 297 homes on Whittaker Creek and its branches. Both County Compass and Pamlico News are supporting efforts with major articles on the projects.

Discussion: Mabe provided an update on ideas for the 2018-2019 ad campaign in Our State magazine. We will purchase five ads – running September and October 2018 issues; March, May and June 2019 issues. Potential creative ideas include festivals/art shows, music/theater performances, Dragon events, Parades etc. Last year's ad campaign featured sporting activities such as sailing, fishing, cycling.

Discussion: A copy of Raleigh Magazine's July-August issue featuring Oriental in a two-page article was shown. We will consider advertising in the magazine in the future should our budget allow, as the Triangle is a key market for weekend and vacation visitor prospects. Pat Messer is getting ad cost info for us.

Discussion: Town staff provided updated Occupancy Tax Revenue numbers for fiscal years 15-16; 16-17; 17-18 as requested in June. We use the "heads-in-beds" data to gauge trends in number of visitors to Oriental as one indicator of the effectiveness of Tourism efforts. Comparisons cover a ten-year period. Unfortunately these numbers do not capture personal rentals such as AirB&B which have become popular.

Motion was made and approved to adjourn the meeting at 7:30 PM.