

Shore Protection Manager

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**CARTERET COUNTY BEACH COMMISSION MEETING
NOVEMBER 16, 2021; 11:30 am
EMERALD ISLE TOWN BOARD ROOM**

AGENDA

| | | |
|------------|--|----------------------------|
| (1) | Call to Order. | <i>Chairman Normile</i> |
| (2) | Approval of Minutes. (Regular Beach Commission Meeting – October 25, 2021) | <i>Chairman Normile</i> |
| (3) | Room Occupancy Tax (ROT) and “Beach Fund” Update. | <i>Greg “rudi” Rudolph</i> |
| (4) | Nomination Committee Appointments and Upcoming Beach Commission Vacancies. | <i>Chairman Normile</i> |
| (5) | Other Business. | |
| (6) | Next Meeting Date. (Proposed – February 14, 2022) | <i>Chairman Normile</i> |
| (7) | Adjourn. | <i>Chairman Normile</i> |

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CARTERET COUNTY BEACH COMMISSION

Agenda Topic Cover Sheet

Approval of Minutes

Regular Beach Commission Meeting – October 25, 2021

Meeting Date: **11/16/2021** Topic No. **2**

Suggested Action: A motion should be entertained to approve the October 25, 2021 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 October 25, 2021 regular meeting.

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CARTERET COUNTY BEACH COMMISSION MEETING

Minutes

Emerald Isle Board Room

Remotely via Carteret County Zoom Account (<https://carteretcountync.zoom.us/>)

October 25, 2021, 2 pm

Attendance.

Commission Members Jim Normile (chair), John Brodman (vice-chair), Larry Baldwin, Larry Corsello, Mike Luther (remotely), Danny Navey, Woody Warren, secretary Greg Rudolph, and the general public. Members Archer, Farrington, Guthrie, and Rule were absent.

- (1) **Call to Order.** – Chairman Normile welcomed everyone in attendance (both live and remotely) including the team from Moffatt & Nichol, and proceeded to call the meeting to order.
- (2) **Approval of Minutes - Regular Beach Commission Meeting (August 23, 2021).** – Chairman Normile asked the Commission if there were any corrections, additions, or comments regarding the August 23rd regular session minutes provided in the agenda packet. With no comments forthcoming, vice-chair Brodman subsequently made a motion to adopt the minutes as presented, which was seconded by member Warren and unanimously approved.
- (3) **Room Occupancy Tax (ROT) and “Beach Fund” Update.** – Secretary Rudolph introduced the topic by noting the July and August 2021 collections figures (the two largest months of the year) were up by +17% (\$403,809) and +19% (\$344,778) compared to July and August 2020 collection, respectively (see [Slides 1 & 2](#)). With the August +\$2 million collection report, we now have three “\$2 million months” (June, July, and August) – interestingly, July was our only \$2 million month prior to 2021. Otherwise, we are on a 15-month continuous record-breaking streak that started in June 2020 and through the first eight months of the calendar year, the collection is up by over 48% compared to this same point in time last year. \$10,089,563 has been collected thus far in 2021 vs. \$9,004,643 for the entire calendar year of 2020, and if the remainder of the 2021 collections mimic the 2020 collections, then we should conclude the 2021 calendar year in excess of \$12 million.

The secretary subsequently transitioned to a discussion regarding the nourishment reserve, or “Beach Fund” balance, which was estimated to be ~\$19.6 million at the conclusion of August. Important to note however, is we are awaiting ~\$1.7 million reimbursement from Emerald Isle (via FEMA) to close out Phase III of the Post-Florence Renourishment Project and on the expenditure side; there is ~\$566,000 in process for the Phase III project PLUS an upcoming \$4.0 million State Reimbursement Payment. The Commission may remember the County received over \$20 million (cash) from the State for hurricane Florence related beach nourishment that required a 1:1 match and quite simply, we didn’t spend all of the original \$20 million and therefore owe the State a reimbursement. We asked if some of these funds could be utilized for our

upcoming Sand Search Project, but that is unfeasible because the monies (by State law) have to be applied to *Florence*-related projects. However, if the State budget is passed this year and the \$30 million appropriated thus far for the Coastal Storm Damage Mitigation Fund survives, then this would be an ideal funding source for the Sand Search effort. With no further comments regarding the collection or reserve, the secretary asked member Warren if the growth trend will continue based on the reservations he is seeing (Bluewater Realty). And to this end, the response is “yes” as he (member Warren) is seeing reservations in excess of that of 2020 for the remainder of the year.

- (4) **Beach Vitex Informational Mini-Forum.** – Chairman Normile and the secretary introduced and thanked our presenters today, Dale Suiter with the U.S. Fish and Wildlife Service, Raleigh Field Office and Jarred Driscoll, Regulatory Weed Specialist with the N.C Department of Agriculture and Consumer Services. This “mini-forum” was prompted by our prior meeting when the Commission first discussed the invasive plant as we could see *Vitex* beginning to overwhelm the ~1 million dune plants that were installed as part of the three-phased Post-*Florence* Renourishment Project. Mr. Suiter proceeded to provide a presentation summarizing *Vitex*’s physical characteristics, especially noting the long-life span of the *Vitex* seed (can float in water for years) besides those we are familiar with – i.e., woody root, waxy leaves, purple flowers, prolific seed producer, rapidly growing, etc. Mr. Suiter also reviewed the larger education and eradication/control efforts that started in the 2000s, which kind of sun-setted because of funding and other resource issues. As discussed many times before, eradication/control has proved to be difficult and requires multiple returns regardless of the method. Manual removal actually is not recommended because there will always be seeds and roots that are left behind. Treating the plant with an herbicide that will let the plant die in place is the preferred method.

Mr. Driscoll continued with a presentation of his own, initialing disclosing that *Vitex* is listed as a State noxious weed but not a federal noxious weed because it is native in Hawaii. In addition to reiterating Mr. Suiter’s recommendation concerning the most effective eradication method (scratch and dab), Mr. Driscoll also highly discouraged any type of spray application – there is too great of a chance for the spray to drift to other plants and it’s not that effective because the spray does not penetrate the waxy leaves of *Vitex* nor the root runners. And lastly the word eradication really means wholesale removal of the plant from the population and what we are really trying to do is control the plant.

Member Corsello asked if the spray method could be effective if the *Vitex* was the only plant in the area or maybe in a sheltered area. Mr. Driscoll replied that there is still a risk out there and other methods are more effective. Member Corsello followed by asking what type of herbicides should be used, which is glyphosate and imazapyr Mr. Driscoll responded. Member Baldwin asked how long do the seeds stay viable when they are floating in water? Mr. Suiter replied that they have conducted experiments and seeds have lasted 2 to 3 years. Member Baldwin also asked if the shading method and/or a genetic fertility approach has been explored. Mr. Suiter explained the shading method takes a long time and would kill other plants, plus wind is also a major logistical factor. With respect to making the plants infertile, there have been some experiments aimed to reduce the flowering of *Vitex*, which would limit seed production; but the results were not that promising.

- (5) **2020 - 2021 Annual Report: Bogue Banks Beach & Nearshore Mapping Program.** – Secretary Rudolph introduced Nicole Vanderbeke from Moffatt & Nichol (M&N) who will be summarizing the results of our annual beach survey, which is utilized to track sand, look at nourishment triggers, and ascertain the overall health of the beach – not just Bogue Banks, but Shackleford Banks, and Bear Island as well. Beforehand, the secretary noted (and not take away from Ms. Vanderbeke’s presentation) that in general we take a “debit – credit” approach and in the past year we had ~3.1 million cubic yards (cy) of credit in the form of beach nourishment emanating from the 2021 Phase III Post-*Florence* Nourishment Project AND nourishment associated with Morehead City Harbor Federal Navigation Project’s DMMP. Conversely, we had a quiet hurricane season and few winter storms as well. Ultimately we had an additional +740,000 cy that moved “upslope” from depths below -12 feet NAVD 88 to above that demarcation, which in our management scheme counts as additional gain above the nourishment volume. To these ends and others, Ms. Vanderbeke continued by starting a presentation ([Slides 3 – 72](#)), which summarized the methodology of the surveying program, an analysis of the key events (nourishment, storms, etc.) that took place over the course of the past year, and the results focusing upon volume changes, shoreline change, and the evolving geomorphology of the oceanfront beach. Also it is important to keep in mind that we are summarizing the results of two different surveys – one taken in spring 2020 after our Phase II Post-*Florence* Renourishment Project and before the 2020 hurricane season; and a second survey similarly obtained immediately after the Phase III Project and yet before the 2021 hurricane season.

Besides detailing the results along the Bogue Banks oceanfront consistent with the general overview discussed at the onset of the presentation; other notable trends along the inlets (Barden, Beaufort, Bogue, and Bear) or the islands of Bear Island and Shackleford Banks include; severe shoreline recession at the inlet fronting portion of Ft. Macon and noticeable accretion along Bear Island. The accretion along Bear Island is consistent with the natural recovery documented along Bogue Banks as well. The erosion at Beaufort Inlet (Ft. Macon) seemed to really accelerate after hurricane *Florence* (2018), but we’re still not quite sure why that trend has continued since. At the conclusion of the presentation, member Baldwin asked if it was too early to see if our alternative template design for the Emerald Isle hotspot was behaving as we expected (or differently). Ms. Vanderbeke replied that although it is too early to tell, we do laser scan this area so we should be able to answer that question in great detail as time goes by.

- (6) **Public Comment.** – None.
- (7) **Other Business.** – None.
- (8) **Closed Session pursuant to G.S. 143-318.11 for the permitted purpose of discussing personnel.** – No formal action was taken by the Commission
- (9) **Next Meeting Date.** – It was agreed upon that the next Beach Commission meeting would be held on November 16th at 11:30 am, Emerald Isle Board Room.
- (10) **Adjourn.** – Chairman Normile asked for any additional comments and with no additional comments forthcoming, the meeting was adjourned.

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CARTERET COUNTY BEACH COMMISSION

Agenda Topic Cover Sheet

Room Occupancy Tax (ROT) and “Beach Fund” Update.

Meeting Date: **11/16/2021**

Topic No. **3**

Suggested Action: None.

A copy of Carteret County’s monthly Room Occupancy Tax (ROT) collection report for September 2021 is attached to this month’s “Beach Fund” update and the data within are utilized to revise four summary tables presented at the end of this coversheet including; **Table 1** - a running summary of ROT collections comparing monthly revenues from FY 2021-22 to FY 2020-21, **Table 2** - a summary of ROT revenue from a Calendar Year perspective (CY 2021 - CY 2014), **Table 3** - a more detailed FY 2021-22 to FY 2020-21 revenue comparison of the collection by sectors (hotel/motel, condo/cottage, and “other”), and **Table 4** - a fiscal year-to-date estimate of the Beach Nourishment Reserve Fund.

The total September 2021 collection was \$1,183,537, marking a record for this particular month and also representing +18.3% (+\$182,906 in actual dollars) increase compared to the September 2020 value of \$1,000,631. To no surprise, the September collection continues our consecutive month record breaking streak, which now stands at 16, starting in June 2020. Through September 2021, the occupancy tax is up by +47.7% for the calendar year, totaling \$10,089,563 – as mentioned in last month’s ROT Update, the total for the entire calendar year of 2020 was \$9,004,643 and we will easily surpass the \$12 million mark for 2021 if we come remotely close to collecting the same amount in the last quarter of 2021 as we did in 2020.

As we have discussed, increases continue to be reported across all of our collection sectors = hotel/motel, condo/cottage, and “other”. While the “other” sector includes on-line bookings and consistently has the most gain; it is important to remember that many of these reservations are derived from the rental of a condo/cottage – just not through a rental agency. Of course and to always keep in mind, the “Beach Fund” (or nourishment reserve) is provided 50% of the total collection.

Lastly, and as illustrated in Table 4 below, our estimated value for the nourishment reserve at the conclusion of September 2021 is approximately \$20.0 million and was generated by taking our opening balance on July 1, 2021 (beginning of the fiscal year), our revenue through September 2021, and our expenditures to date through September 2021

into account. A copy of the expenditure report for the month of September is also attached to this cover sheet for the Commission's review and is constrained to more of the Shore Protection Office's administrative functions. We have also incorporated the financial transactions (i.e., invoicing and reimbursement payments) associated with our Phase III Post-*Florence* Renourishment Project into our reserve estimate. Our last expenditure (a retainer refund to Great Lakes Dredge & Dock) was processed in October and was included in our reserve estimate. Moving forward we should expect a \$566,040.06 reimbursement to the reserve provided by the Town of Emerald Isle (via FEMA), and an outgoing reimbursement payment of \$4,031,064 to the State's Department of Environmental Quality, which represents the unused portion of the +\$20 million this organization provided to the County in 2018 and 2019.

**Cumulative Analysis and Monthly Comparison
Room Occupancy Tax (ROT) and the "Beach Fund"
FY 2021-2022 v. 2020-21
Carteret County**

| Month | Gross Receipts TDA & Beach | | Beach Fund (Monthly)* | | Beach Fund (YTD)* | | Occ. Tax Total Monthly Difference | Occ. Tax Total YTD Difference |
|---------|-------------------------------|-------------|-----------------------|-------------|-------------------|-------------|---|-------------------------------------|
| | FY 20-21 | FY 21-22 | FY 20-21 | FY 21-22 | FY 20-21 | FY 21-22 | | |
| Jul | \$2,416,802 | \$2,820,611 | \$1,208,401 | \$1,410,306 | \$1,208,401 | \$1,410,306 | 16.71% | 16.71% |
| Aug | \$1,830,611 | \$2,175,388 | \$915,305 | \$1,087,694 | \$2,123,706 | \$2,498,000 | 18.83% | 17.62% |
| Sep | \$1,000,631 | \$1,183,537 | \$500,316 | \$591,769 | \$2,624,022 | \$3,089,768 | 18.28% | 17.75% |
| Oct | \$584,136 | | \$292,068 | | \$2,916,090 | | | |
| Nov | \$401,504 | | \$200,752 | | \$3,116,842 | | | |
| Dec | \$186,056 | | \$93,028 | | \$3,209,870 | | | |
| Jan | \$299,728 | | \$149,864 | | \$3,359,734 | | | |
| Feb | \$232,390 | | \$116,195 | | \$3,475,929 | | | |
| Mar | \$476,558 | | \$238,279 | | \$3,714,208 | | | |
| Apr | \$768,260 | | \$384,130 | | \$4,098,338 | | | |
| May | \$1,129,887 | | \$564,943 | | \$4,663,281 | | | |
| Jun | \$2,186,741 | | \$1,093,370 | | \$5,756,651 | | | |
| Totals= | \$11,513,303 | \$6,179,537 | \$5,756,651 | \$3,089,768 | \$5,756,651 | \$3,089,768 | Avg. = 17.94% | 17.75% |

Note: 6% overall collection rate (* = 50 TDA/50 Beach Fund split).

TABLE 1 – Monthly and cumulative summary of the Carteret County room occupancy tax collection reflecting the current and previous fiscal year in terms of the gross revenue and the portion of revenue legislatively mandated for beach nourishment (i.e., the "Beach Fund").

**Cumulative Analysis and Monthly Comparison
Room Occupancy Tax (ROT) and the "Beach Fund"
Calendar Year 2021 - 2014
Carteret County (6% collection rate)**

| Month | 2021 6% | 2020 6% | 2019 6% | 2018 6% | 2017 6% | 2016 6% | 2015 6% | 2014 6% |
|---------------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Jan. | \$299,728 | \$149,611 | \$166,761 | \$108,736 | \$90,369 | \$72,738 | \$65,107 | \$54,359 |
| Feb. | \$232,390 | \$159,825 | \$153,978 | \$147,363 | \$102,895 | \$80,744 | \$66,976 | \$60,118 |
| Mar. | \$476,558 | \$118,782 | \$241,029 | \$194,638 | \$198,697 | \$197,020 | \$142,289 | \$121,346 |
| Apr. | \$768,260 | \$40,378 | \$367,884 | \$426,106 | \$378,586 | \$267,064 | \$238,039 | \$218,570 |
| May | \$1,129,887 | \$533,963 | \$558,112 | \$314,986 | \$574,112 | \$495,403 | \$519,427 | \$530,041 |
| June | \$2,186,741 | \$1,582,344 | \$1,353,693 | \$1,582,294 | \$1,211,103 | \$1,254,762 | \$1,194,984 | \$1,119,788 |
| July | \$2,820,611 | \$2,416,802 | \$1,713,896 | \$1,951,256 | \$2,022,661 | \$1,945,706 | \$1,799,562 | \$1,714,309 |
| Aug. | \$2,175,388 | \$1,830,611 | \$1,565,053 | \$1,339,735 | \$1,345,057 | \$1,310,899 | \$1,310,391 | \$1,327,500 |
| Sept. | \$1,183,537 | \$1,000,631 | \$609,740 | \$720,343 | \$651,908 | \$632,513 | \$598,281 | \$514,648 |
| Oct. | | \$584,136 | \$412,272 | \$304,571 | \$424,176 | \$354,178 | \$357,967 | \$348,348 |
| Nov. | | \$401,504 | \$240,881 | \$380,894 | \$260,361 | \$192,591 | \$148,172 | \$125,217 |
| Dec. | | \$186,056 | \$144,499 | \$150,872 | \$97,436 | \$98,029 | \$89,584 | \$92,698 |
| Totals = | \$11,273,101 | \$9,004,643 | \$7,527,797 | \$7,621,795 | \$7,357,361 | \$6,901,648 | \$6,530,780 | \$6,226,944 |
| YTD = | 43.92% | | | | | | | |
| (+/-) previous year | | 19.62% | -1.23% | 3.59% | 6.60% | 5.68% | 4.88% | 6.55% |

TABLE 2 – Monthly and cumulative summary of the Carteret County Room Occupancy Tax collection reflecting the current and previous seven calendar years in terms of the gross revenue only.

HOTELS/MOTELS

| Month | 2020-21 | | 2021-22 | | FY 2021-22 v. 2020-21 | |
|---------|-------------|--------------|-------------|--------------|-----------------------|--------------|
| | Monthly | Year-to-Date | Monthly | Year-to-Date | Monthly | Year-to-Date |
| Jul | \$472,457 | \$472,457 | \$519,040 | \$519,040 | \$46,583 | 9.86% |
| Aug | \$323,512 | \$795,969 | \$360,351 | \$879,391 | \$36,839 | 10.48% |
| Sep | \$248,048 | \$1,044,016 | \$286,296 | \$1,165,687 | \$38,249 | 11.65% |
| Oct | \$195,715 | \$1,239,731 | | | | |
| Nov | \$90,752 | \$1,330,484 | | | | |
| Dec | \$63,040 | \$1,393,524 | | | | |
| Jan | \$52,579 | \$1,446,103 | | | | |
| Feb | \$75,983 | \$1,522,085 | | | | |
| Mar | \$143,128 | \$1,665,213 | | | | |
| Apr | \$234,624 | \$1,899,837 | | | | |
| May | \$300,755 | \$2,200,592 | | | | |
| Jun | \$437,735 | \$2,638,327 | | | | |
| Totals= | \$2,638,327 | \$2,638,327 | \$1,165,687 | \$1,165,687 | \$121,671 | 11.65% |

CONDOS/COTTAGES

| Month | 2020-21 | | 2021-22 | | FY 2021-22 v. 2020-21 | |
|---------|-------------|--------------|-------------|--------------|-----------------------|--------------|
| | Monthly | Year-to-Date | Monthly | Year-to-Date | Monthly | Year-to-Date |
| Jul | \$1,625,767 | \$1,625,767 | \$1,749,031 | \$1,749,031 | \$123,264 | 7.58% |
| Aug | \$1,200,854 | \$2,826,621 | \$1,380,048 | \$3,129,079 | \$179,194 | 10.70% |
| Sep | \$567,963 | \$3,394,584 | \$637,931 | \$3,767,010 | \$69,968 | 10.97% |
| Oct | \$252,414 | \$3,646,998 | | | | |
| Nov | \$240,827 | \$3,887,825 | | | | |
| Dec | \$61,328 | \$3,949,153 | | | | |
| Jan | \$144,757 | \$4,093,910 | | | | |
| Feb | \$27,789 | \$4,121,699 | | | | |
| Mar | \$79,010 | \$4,200,710 | | | | |
| Apr | \$241,471 | \$4,442,180 | | | | |
| May | \$498,062 | \$4,940,242 | | | | |
| Jun | \$1,264,997 | \$6,205,239 | | | | |
| Totals= | \$6,205,239 | \$6,205,239 | \$3,767,010 | \$3,767,010 | \$372,425 | 10.97% |

OTHER, LESS THAN 5, & ON-LINE TOTAL

| Month | 2020-21 | | 2021-22 | | FY 2021-22 v. 2020-21 | |
|---------|-------------|--------------|-------------|--------------|-----------------------|--------------|
| | Monthly | Year-to-Date | Monthly | Year-to-Date | Monthly | Year-to-Date |
| Jul | \$318,578 | \$318,578 | \$552,540 | \$552,540 | \$233,962 | 73.44% |
| Aug | \$306,245 | \$624,823 | \$434,989 | \$987,530 | \$128,744 | 58.05% |
| Sep | \$184,620 | \$809,443 | \$259,310 | \$1,246,840 | \$74,690 | 54.04% |
| Oct | \$136,007 | \$945,450 | | | | |
| Nov | \$69,925 | \$1,015,375 | | | | |
| Dec | \$61,687 | \$1,077,062 | | | | |
| Jan | \$102,393 | \$1,179,454 | | | | |
| Feb | \$128,618 | \$1,308,073 | | | | |
| Mar | \$254,420 | \$1,562,493 | | | | |
| Apr | \$292,165 | \$1,854,658 | | | | |
| May | \$331,070 | \$2,185,728 | | | | |
| Jun | \$484,009 | \$2,669,737 | | | | |
| Totals= | \$2,669,737 | \$2,669,737 | \$1,246,840 | \$1,246,840 | \$437,397 | 54.04% |

TABLE 3 – Monthly and cumulative summary of the Carteret County occupancy tax collection segregated by each of the three collection sectors (hotel/motel, condo/cottage, and “other”) for the current and previous fiscal years in terms of the gross revenue only. Note: On-line collection was first implemented in January 2016.

**Estimated Year-to-Date "Beach Fund" Reserve Balance
FY 2021-22**

| | |
|--|-------------------------|
| Opening Fund Balance (7/1/2021) | \$17,491,000 |
| Revenues | |
| Occupancy Tax (to date) | \$3,089,768 |
| Reimbursement from Municipalities (Emerald Isle) | \$89,892 |
| Reimbursement for State Sediment Sampling | \$28,903 |
| Interest on Reserve | NA |
| Total Revenues | \$3,208,563 |
| Expenditures | |
| Shore Protection Office (9/30/2021) | \$54,348 |
| Post- <i>Florence</i> Renourishment Project - Phase III (10/31/2021) | \$632,402 |
| County Occupancy Tax Administration Fee* | \$35,898 |
| Total Expenditures | \$722,648 |
| (Deficit)/Surplus for Year | \$2,485,916 |
| Fund Balance | \$19,976,916 |

*Up to 3% of first \$500,000 of gross proceeds and 1% of remaining gross receipts collected each year.

TABLE 4 – Estimated value of the “Beach Fund” utilizing the opening fund balance at the beginning of the current fiscal year, coupled with the revenues and expenditures to date.

OCCUPANCY TAX COLLECTION

Reporting period: Sep-21

| Type | Tax Received | Penalties & Interest | Total Reporting Tax | Total No Tax |
|------------------------|------------------------|----------------------|---------------------|--------------|
| CONDOS/COTTAGE | \$ 637,813.26 | \$ 117.70 | 51 | 146 |
| HOTEL / MOTEL | \$ 286,042.00 | \$ 254.18 | 33 | 1 |
| OTHER | \$ 26,154.03 | \$ 495.66 | 29 | 112 |
| ONLINE | \$ 232,660.46 | \$ - | 4 | 0 |
| TOTAL ALL TYPES | \$ 1,182,669.75 | \$ 867.54 | 117 | 259 |
| Total Collected | \$ 1,183,537.29 | | | |

September-21

| Reporting Location | Condos/Cottage Tax | Hotel/Motel Tax | Other Tax | On Line | Total |
|---------------------------------|---------------------|---------------------|--------------------|---------------------|-----------------------|
| Atlantic Beach | \$60,070.96 | \$92,243.74 | \$13,165.32 | \$0.00 | \$165,480.02 |
| Beaufort | \$783.88 | \$41,698.39 | \$9,218.81 | \$0.00 | \$51,701.08 |
| Cape Carteret | \$0.00 | \$4,661.15 | \$0.00 | \$0.00 | \$4,661.15 |
| Emerald Isle | \$569,051.43 | \$34,124.88 | \$3,417.46 | \$0.00 | \$606,593.77 |
| PKS / Salter Path/ Indian Beach | \$3,809.02 | \$46,229.46 | \$450.62 | \$0.00 | \$50,489.10 |
| Morehead City | \$0.00 | \$57,025.60 | \$0.00 | \$0.00 | \$57,025.60 |
| On Line | \$0.00 | \$0.00 | \$0.00 | \$232,660.46 | \$232,660.46 |
| Unincorporated | \$4,215.67 | \$10,312.96 | \$397.48 | \$0.00 | \$14,926.11 |
| Totals | \$637,930.96 | \$286,296.18 | \$26,649.69 | \$232,660.46 | \$1,183,537.29 |

Notes:

- (a) The collection value represents the location of the reporting office only, and may not be 100% correlative to the actual lodging location.
- (b) The locations listed as "Unincorporated" are collectors not located in a municipality.

| *** USER MAY NOT HAVE ACCESS *** | | ANNUAL | ACT MTD POSTED | ACT YTD POSTED | REMAINING | | |
|----------------------------------|-----------------------------|----------------|----------------|----------------|----------------|--------------|----------|
| *** TO ALL ACCOUNTS IN RANGE *** | | AMENDED BUDGET | ENCUMBERED | AND IN PROCESS | AND IN PROCESS | BALANCE | PCT |
| 110 | GENERAL FUND | | | | | | |
| 40 | ECONOMIC & PHYSICAL DEVELOP | | | | | | |
| 4901 | BEACH NOURISHMENT | | | | | | |
| 12100 | SALARIES | 113,235.00 | 0.00 | 13,710.40 | 27,647.04 | 85,587.96 | 24 -- |
| 12600 | PART TIME WAGES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 18100 | FICA EXPENSE | 8,840.00 | 0.00 | 1,026.24 | 2,056.22 | 6,783.78 | 23 -- |
| 18200 | RETIREMENT CONTRIBUTION | 13,120.00 | 0.00 | 1,567.10 | 3,160.06 | 9,959.94 | 24 -- |
| 18300 | HOSPITALIZATION INSURANCE | 12,000.00 | 0.00 | 723.17 | 2,157.20 | 9,842.80 | 17 - |
| 18500 | UNEMPLOYMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 18600 | WORKMENS COMP | 2,000.00 | 0.00 | 0.00 | 1,980.00 | 20.00 | 99 ----- |
| 18700 | 401 K PLAN | 5,775.00 | 0.00 | 685.52 | 1,382.35 | 4,392.65 | 23 -- |
| 20000 | SUPPLIES | 2,000.00 | 0.00 | 0.00 | 84.99 | 1,915.01 | 4 |
| 28000 | SMALL EQUIPMENT | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0 |
| 31400 | TRAVEL IN-COUNTY | 2,400.00 | 0.00 | 0.00 | 90.72 | 2,309.28 | 3 |
| 32100 | TELEPHONE & DATA SERVICES | 3,660.00 | 0.00 | 176.44 | 311.42 | 3,348.58 | 8 |
| 32500 | POSTAGE | 1,000.00 | 0.00 | 17.60 | 70.40 | 929.60 | 7 |
| 39500 | TRAVEL | 1,700.00 | 0.00 | 0.00 | 0.00 | 1,700.00 | 0 |
| 44000 | CONTRACTED SERVICES | 1,375,470.00 | 0.00 | 6,260.00 | 10,807.50 | 1,364,662.50 | 0 |
| 44100 | FEASIBILITY AGREEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 44200 | SECTION 933 REIMBURSEMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 49100 | DUES AND SUBSCRIPTIONS | 5,500.00 | 0.00 | 200.00 | 4,600.00 | 900.00 | 83 ----- |
| 69900 | GRANT CONTRIBUTIONS EDC | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| TOTAL: | BEACH NOURISHMENT | 1,548,700.00 | 0.00 | 24,366.47 | 54,347.90 | 1,494,352.10 | 3 |
| TOTAL: | ECONOMIC & PHYSICAL DEVELOP | 1,548,700.00 | 0.00 | 24,366.47 | 54,347.90 | 1,494,352.10 | 3 |
| TOTAL: | GENERAL FUND | 1,548,700.00 | 0.00 | 24,366.47 | 54,347.90 | 1,494,352.10 | 3 |

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CARTERET COUNTY BEACH COMMISSION

Agenda Topic Cover Sheet

Nomination Committee Appointments and Upcoming Beach Commission Vacancies.

Meeting Date: **11/16/2021**

Topic No. **4**

Suggested Action:

Per the Commission's by-laws, a nominations committee of three or more Beach Commission members should be appointed by the Chairman in an effort to fill upcoming Commission vacancies. In the past, the Chairman has appointed the entire Beach Commission as the nominations committee. Nominations will subsequently be presented to the County Board of Commissioners for their consideration in enough time for the Beach Commission's February 2022 meeting and annual officer elections.

The Carteret County [Beach Commission](#) was established on October 8, 2001 as an 11-member group appointed by the County Board of Commissioners (CBOC) using a formula stipulated in N.C. Session Law [2001-381](#) (later amended by [SL 2005-120](#), [SL 2007-112](#), and the current law - [SL 2013-223](#)). As a historical note and as one of context; originally the month of October was signified as the "start and end" date for terms associated with Beach Commission members, but a change in the Commission's [by-laws](#) instituted in 2005 advanced the term anniversary date to the month of January. This change was desired in an effort to maintain and/or gain Beach Commission members reflecting the wishes of new municipal councils and commissions that are elected and sworn into office within the preceding October to December timeframe. Also per the Commission's by-laws, the month of January is designated as the month when Beach Commission annual officer elections (Chair and Vice-Chair) are to take place (Article IV, sec. 2).

Considering the schedule presented above, the Beach Commission is requested to submit their nominations to the CBOC by the end of this month (November 2021) so the CBOC can re-appoint or appoint new individuals to serve on the Commission and take part in officer elections at our January 2022 meeting (actually scheduled for February 14, 2022 because of the County budget schedule).

According to the Commission's by-laws (Article VI, sec. 2), a Nominations Committee shall recruit and screen appropriate representatives from the local communities and recommend suitable candidates for the Beach Commission following the formula established in State Law and included in Article II, sec. 1 of the by-laws. The Nominations Committee shall consist of at least three current Commission Members, all of whom shall be appointed by the Beach Commission Chairman (Article VI, sec. 1). For the past sixteen years (2005 -

2020) the entire Beach Commission was appointed as the Nomination Committee and generally requested re-appointments for those Beach Commission members whose terms were expiring. For any Beach Commission members who have represented the County Commissioners, we have traditionally asked the CBOC to fill this type of vacancy at their sole discretion.

The table below lists the current Beach Commission membership and their respective terms. Based on this list, the terms of members **Harry Archer** (Atlantic Beach), **Jim Normile** (Emerald Isle), **Douglas Guthrie** (Bogue Banks) and **Woody Warren** (TDA) will expire this upcoming January. The by-laws do not include any term-limit restrictions and therefore re-appointments are acceptable for members wishing to remain on the Commission. Term lengths for Commission members were initially established at one, two, or three years in order to provide for staggered terms with all subsequent appointments possessing a three-year term (Article II, sec. 2).

| CARTERET COUNTY BEACH COMMISSION | | | |
|----------------------------------|---------------------------|----------------|-----------------|
| NAME | RESIDING/ REPRESENTING | TERM LENGTH | TERM EXPIRES |
| Harry Archer | Atlantic Beach | 3 years | 1/2022 |
| Danny Navey | Atlantic Beach | 3 years | 1/2024 |
| John Brodman | Pine Knoll Shores | 3 years | 1/2023 |
| Larry Corsello | Pine Knoll Shores | 3 years | 1/2024 |
| Jim Normile | Emerald Isle | 3 years | 1/2022 |
| Tom Rule | Emerald Isle | 3 years | 1/2023 |
| Mike Luther | Indian Beach | 3 years | 1/2024 |
| Douglas Guthrie | Bogue Banks | 3 years | 1/2022 |
| Larry Baldwin | County At-Large | 3 years | 1/2023 |
| Jimmy Farrington | Board of Commissioners | 3 years | 1/2024 |
| Woody Warren | TDA | 3 years | 1/2022 |

To these effects, Jim Normile is the current chair of the Beach Commission who is also an immediately past Emerald Isle Town Commissioner and was originally appointed to the Beach Commission in 2016. The Emerald Isle Town Board recently met and are recommending Mr. Normile for another term on the Beach Commission. Similarly, Harry Archer is a long-time Atlantic Beach resident and of course Councilman who has been serving on the Beach Commission since 2013, and true to form, the Town of Atlantic Beach will likely recommend Mr. Archer for another Beach Commission term as well. Douglas Guthrie was appointed to the Beach Commission a year later (2014) as the Bogue Banks representative and lives in Salter Path, providing a voice for the only unincorporated municipal stretch of the island; but is unsure if he would like to continue serving. Thus the Commission will likely need to find a new candidate for the Bogue Banks slot, and while

there's no hard and fast rule that we need a resident of Salter Path on the Commission, it is a nice gesture if a willing candidate is available. For instance, prior to 2014, Art Schools (mayor of Emerald Isle at the time) served in the Bogue Banks at-large capacity on the Beach Commission. And lastly Woody Warren is serving his second tour of duty on the Beach Commission in the Tourism Development Authority (TDA) capacity, first serving from 2013-15, and now 2019-2022. However, Mr. Warren is rotating off the TDA and we will need to work with the executive director of the TDA (Jim Browder) to fill this vacancy.

The Shore Protection Office will coordinate Beach Commission nomination activities with the CBOC, and if nomination decisions are not made at our regular November 16th Beach Commission meeting, then it is recommended the Nominating Committee and Beach Commission disclose their list of nominations by e-mail to the Shore Protection Office before November 30th. The Shore Protection Office will subsequently present the final recommendations to the CBOC for their consideration immediately thereafter. Final appointments should be made at the CBOC's first meeting of the New Year, and we can elect Beach Commission officers during our February meeting with our re-appointed/new members in attendance.