

OAK ISLAND
BEACH AND INLET COMMITTEE
COMMITTEE CHARGE

Membership and vacancies.

- (a) The Beach and Inlet Committee (hereinafter BIC) shall consist of five members who shall be persons of experience and qualified to render assistance to the Town. Five of the members shall be public members who are either citizens or non-resident property owners in the town.
- (b) The members shall be appointed by the Town Council to hold office for staggered terms. Thereafter, members shall be appointed for a term of three years. All members of the BIC shall serve as such without compensation. Members may be removed by the board for inefficiency, neglect of duty, malfeasance in office, or conduct, which in the discretion of the board is detrimental to the best interest of the Town.

Organization, rules, meetings and records.

Within 30 days after appointment, the BIC shall meet and elect a chairperson, vice-chairperson, and fill any other such offices as it may determine are necessary. The term of the chairperson and other officers shall be one year, with eligibility for re-election. The BIC shall adopt rules for transaction of its business and shall keep a record of its members' attendance and of its resolutions, discussions, findings, and recommendations, which record shall be a public record maintained in the office of the Town Hall. The BIC shall hold at least one meeting monthly, and all of its meetings shall be open to the public. There shall be a quorum of three members for the purpose of taking any official action required by this division. Unless specified otherwise in this Committee Charge, the Oak Island Code of Ordinances for Boards and Committees shall apply to the BIC.

General Powers and duties.

It shall be the duty of the BIC to provide assistance to the Town Council and the Town on matters involving beach nourishment, dredging, and other matters involving maintenance of the beaches, dunes, inlet, channels and waterways, and in general:

- (1) To acquire and maintain in current form such basic information and materials as are necessary to create an understanding of past trends, present conditions, and forces at work to cause changes in these conditions.
- (2) To work with the Town's beach engineer, consultants regarding planning and funding as directed by the council.
- (3) To prepare or cause to be prepared, and, from time to time, amend and revise, comprehensive factual reports concerning the development, preservation, and maintenance of the beaches, inlet, sound, channels, and waterways. Such reports shall include studies, fact sheets and other documentary evidence evaluated by the BIC.
- (4) To prepare and submit to the Town Council such facts, reports, recommendations, and other information as will aid the board in taking such actions as are necessary to preserve the beaches, dunes, inlet, channels, and waterways.
- (5) To evaluate whether specific proposed actions promote such preservation.
- (6) To keep the Town Council and the general public informed and advised as to these matters.
- (7) To perform any duties which may lawfully be assigned to it.

Basic studies.

- (a) As background for its comprehensive reports and any such recommendations it may prepare, the BIC may gather maps and aerial photographs of manmade and natural physical features of the area, and any other such documents as may help to promote a better understanding of the issues of interest to the BIC.

- (b) In addition, the BIC may request or recommend special studies on the location, condition, and adequacy of current plans and models designed for the preservation of the beaches, inlet, and sound areas important to the town.
- (c) All town officials shall, upon request, furnish to the BIC such available records or information as it may require in its work. The BIC or its agents may, in the performance of its official duties, enter upon public lands and make examinations or surveys and maintain necessary monuments thereon.

Comprehensive reports and evaluations.

- (a) The BIC shall prepare comprehensive reports and recommendations as are necessary, with any accompanying maps, plats, charts, and descriptive matters, for the BIC to submit to the Town Council concerning the preservation of the beaches, dunes, inlet, and sound areas. The committee may use reports from experts or comparison studies to further investigate projects that may benefit beach preservation, erosion control and hurricane protection as related to the shoreline.
- (b) Reports, recommendations and evaluations shall be made with the general purpose of guiding and accomplishing a coordinated effort to preserve the town's interests in its beaches, inlet and sound.

Miscellaneous powers and duties.

Members of the BIC may attend conferences or meetings for the purpose of gaining a better understanding of issues important to the duties of the BIC. The BIC member must request any travel and instructional expenses prior to attending any meetings and must submit a travel voucher for any funds expended to attend such meetings.

Periodic reports of activities and funding.

- (a) The BIC shall submit periodic reports to the board on the activities of the BIC. It is authorized to submit to the Town requests for funds for performance of its duties.
- (b) The BIC is authorized to appoint such subcommittees and to authorize expenditures, as it may see fit, subject to limitations of funds provided for the BIC by the Town Council in the Town's annual budget, and subject to prior approval by the Town Council.