



TOWN OF DUCK, NORTH CAROLINA

**TOWN OF DUCK  
COMMUNITY IMPROVEMENT COMMITTEE  
MEETING MINUTES  
November 19, 2010**

The Community Improvement Committee (CIC) for the Town of Duck convened at the Duck Municipal Office at 9:00 a.m. on Wednesday, November 19, 2010.

**MEMBERS PRESENT:** Chairwoman Lisa Mann, Committee Member George Grinnan, Committee Member Alan Lehw.

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Town Manager Christopher Layton, Director of Community Development Andy Garman, Public Relations/Special Events Coordinator Kathy McCullough-Testa

**OLD BUSINESS:** The members were updated on the outstanding Village Improvement Grants for the current fiscal year.

**NEW BUSINESS:**

1. The committee unanimously awarded each applicant listed following a grant not to exceed the amount requested, based upon program requirements and limitations, contingent on the Town Council allocating additional funding for the program at the next Town Council Meeting on Wednesday, December 1, 2010. If the additional moneys are not allocated, then the remaining program funds will be proportionally divided between each applicant. The grant requests are listed in the order in which they were received.
  - a. Submitted by Gulls Flight Homeowners Association on June 29, 2010 to bring the lighting on the entry sign into compliance with Town Code by installing lighting that is directed downward. Amount requested was \$479.68; total project is estimated at \$959.36.
  - b. Submitted by Sea Tern Property Owners Association on August 30, 2010 to bring the lighting on the entry sign into compliance with Town Code by installing lighting that is directed downward. Amount requested was \$897.50; total project is estimated at \$1,795.



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- c. Submitted by Tuckahoe Homeowners Association on September 15, 2010 to bring the entry signs into compliance with Town Code by decreasing the size of the existing signs. Amount requested was \$400; total project is estimated at \$800.
- d. Submitted by Osprey Property Owners Association on September 23, 2010 to bring the lighting on the entry sign into compliance with Town Code by installing lighting that is directed downward; the sign will also be repaired and repainted. Amount requested was \$1,120; total project is estimated at \$2,240.
- e. Submitted by Sunset Grill/John Kotch on September 24, 2010 to bring the sign along the roadside into compliance with Town Code by meeting size, height, reader board, and lighting requirements. Project is underway. Amount requested was \$2,500; total project is estimated at \$5,000.
- f. Submitted by Stan White Realty and Construction on October 5, 2010 to bring the lighting on the sign into compliance with Town Code by installing lighting that is directed downward; sign will also be replaced. Amount requested was \$2,500; total project is estimated at \$5,700.
- g. Submitted by Sanderling Homeowners Association on October 12, 2010 to bring the entry sign into compliance with Town Code by reducing its size to meet code requirements and installing a new sign. Amount requested was \$1,500; total project is estimated at \$3,345.
- h. Submitted by Sand Dollar Shores Homeowners Association on October 14, 2010 to bring the entry sign into compliance with Town Code by reducing its size to meet code requirements and to install lighting that is directed downward. This project is underway. Amount requested was \$732.50; total project is estimated at \$1,465.
- i. Submitted by Northpoint Association/Cape Management on October 19, 2010 to bring the entry signage into compliance with Town Code by installing lighting that is directed downward; the project will also include replacing and repainting entry signs; repairing railing/stone pillars on the front entrance fence; and installing lighting on the top of the entrance stone pillars. Amount requested was \$1,500; total project estimate is \$8,580.
- j. Submitted by Resort Realty on November 10, 2010 to bring the sign into compliance with Town Code by reducing its size to meet code requirements. A new sign will be installed. Amount requested was \$2,500; total project estimate is \$6,785.



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- k. Submitted by Wings/Beach Mart on November 10, 2010 to bring the sign into compliance with Town Code by reducing the size of the reader board and height of the sign to meet code requirements; sign is to be rebuilt. Amount requested was \$2,500; total project estimate is \$5,890.
2. The Committee voted unanimously to request an additional \$9,000 from the Duck Town Council and instructed staff to submit this request. This will provide up to 100% of the grant funds requested by the grantees in items 1a through 1k.

**NEW BUSINESS:**

- The committee unanimously voted to close the Village Improvement Grant application program until the next fiscal year which begins on July 1, 2011.

**APPROVAL OF MINUTES:**

- The committee unanimously voted to approve the minutes of the August 19, 2011 meeting.

**OTHER BUSINESS:**

- A discussion was held on the ongoing role of the committee with construction of the northern extension of the boardwalk and the new Town Hall. Some ideas include working with the Town and the business community for new trash cans, bicycle racks, dogipots, assisting with ADA-compliance at beach accesses, and pedestrian safety. The committee will meet in early January to begin to work these items.

**NEXT MEETING:**

- The next meeting was scheduled for Wednesday, December 8, 2010 at 9:00 a.m. to award the Town's Annual Holiday Community Appearance Awards.

**ADJOURNMENT:**

- The meeting was unanimously adjourned at 9:50 a.m.