

## COASTAL PLANNING & ENGINEERING OF NORTH CAROLINA, INC.

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June 15, 2015

Christopher Layton  
Town Manager  
Town of Duck  
P.O. Box 8369  
Duck, NC 27949

**Subject: Invoices 2138680-R8-526: Project Update**

Dear Mr. Layton:

This letter serves as an update to you and your staff on CPE-NC's progress with regards to the Permitting and Design Services for the Town of Duck Beach Nourishment Project.

Invoice 2138680-R8-526 reflects our efforts in completing 97.0% of the permitting and design scope of work as of May 1, 2015. The increase from the previously reported completion of 95.0% of the scope reflects CPE-NC's efforts during the month of April, 2015. These efforts are associated with project management, coordination with agencies on environmental documents and permit applications submitted, and finalizing the draft engineering report. No invoice is being submitted for the month of April for the Sand Search and Borrow Area Analysis Report. No significant effort was made in finalizing the report during the month of April. At present the report has been finalized, and appendices are being compiled. We anticipate providing copies to the Town by the end of this week. Efforts associated with finalizing the report will be reflected in the invoices for the months of May and June.

### **Permitting and Design:**

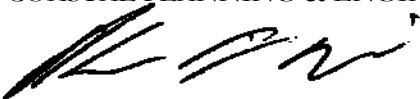
Throughout the month of April we continued coordination with the Bureau of Ocean Energy Management (BOEM) and the U.S. Army Corps of Engineers (USACE) on the Environmental Assessment (EA), Biological Assessment (BA), and Essential Fish Habitat assessment (EFH). We are currently working with BOEM and the USACE to address substantive comments received regarding the public notice. We are also currently finalizing the Major CAMA permit application, which will likely be submitted late this week. We have sent out copies of the permit application to adjacent property owners as well.

During the month of May, staff finalized the engineering design report. The report was submitted to the Town on May 22. The invoice for work completed in May will reflect those efforts.

Please feel free to contact me anytime for further clarification or explanation of the project.

Very truly yours,

COASTAL PLANNING & ENGINEERING OF NORTH CAROLINA, INC.



Kenneth Willson  
Project Manager