



**COASTAL PROTECTION ENGINEERING OF NORTH CAROLINA, INC**

4038 MASONBORO LOOP ROAD

WILMINGTON, NC 28409

910-399-1905

August 20, 2020

Cliff Ogburn

Town Manager

Town of Southern Shores

5375 N. Virginia Dare Trail

Southern Shores, NC 27949

**Re: Invoice for July 2020 and Project Update**

Dear Mr. Ogburn:

This letter serves as an update to you and your staff on our progress with regards to task orders on which Coastal Protection Engineering of North Carolina, Inc. (CPE) is currently providing services to the Town of Southern Shores. Along with this update letter, please find attached the following Invoices:

**Southern Shores 2020 Annual Monitoring and Initial Permitting Coordination**

- **Invoice 412 – August 13, 2020**

**Southern Shores 2022 Permitting and Design**

- **Invoice 413 – August 13, 2020**

**Southern Shores 2020 Annual Monitoring and Initial Permitting Coordination:**

This work is associated with the agreement executed on May 7, 2020 between CPE and the Town of Southern Shores. Invoice 412 reflects services completed through July 31, 2020. Task 1 services are associated with data acquisition for the 2020 annual monitoring surveys. As previously reported, as of June 15, all the beach profile data had been collected. In early July, data had been processed and the survey report was being developed. In early August, the data acquisition report was completed. This report details data acquisition methods and includes beach profile cross sections and plan view survey charts as well as survey control information and survey field notes. It is our intention to provide this report as an appendix to the annual monitoring report upon completion of Task 2. If you would like for us to provide a digital copy of the data acquisition report, please let me know.

It is our understanding that the Board voted to authorize CPE to proceed with Task 2 during its August 18 meeting. Task 2 includes data analysis and the annual monitoring report. We are awaiting formal written notice to proceed to move forward with Task 2.

Task 3 services include inter-agency coordination with regulatory agencies regarding the proposed 2022 project, as well as coordination with the Bureau of Ocean Energy Management (BOEM) to secure G&G permits for offshore sand resource investigation. As previously reported, CPE coordinated and led a meeting of regulatory and resource agencies in late April and provided meeting minutes for that meeting on May 14.



With regards to the second part of Task 3, CPE worked with our sub-contractor APTIM, to conduct a desktop study of the offshore area to determine potential investigation areas for future sand resources. The report, which details the desktop study, was completed on May 29, 2020. BOEM Geophysical and Geotechnical (G&G) permit applications were developed and submitted to BOEM on June 5, 2020. We were informed on July 24 that permits have been issued for the offshore investigations. At this point, we anticipate beginning the sand source investigations in late September. We are in contact with our subcontractor APTIM who is scheduling field operations. As reflected on Invoice #412, Task 3 is now 100% complete.

Design and Environmental Permitting Services, 2022 Beach Nourishment Project:

This work is associated with the agreement executed on July 13, 2020 between CPE and the Town of Southern Shores. Invoice #413 reflects services completed through July 31, 2020. Task 1 services are associated with the development of environmental documents. CPE staff started the development of environmental documents in late June as these documents are being developed in cooperation for the Towns of Duck, Southern Shores, Kitty Hawk and Kill Devil Hills. Similarly, setup of the numerical model that will be used in combination with the other Towns and is part of the work included in Task 2, began in early July.

Invoice #413 shows Task 3, associated with the Borrow Area Investigations and Design, as 1% complete. This work is associated with planning and coordination with our subcontractor as we plan for field activities anticipated to begin in late September.

Regarding Tasks 4 and 5, during the beach monitoring data acquisition operations, CPE staff conducted the native beach sampling described in Task 4 and the rock clast surveys described in Task 5 of the scope of services. The native beach samples will undergo grain size analysis and carbonate analysis. This data will be used in the compatibility analysis whereby native beach sand will be compared to samples of the proposed borrow areas to ensure sediment compatibility.

Please let me know if you have questions or comments on the invoice or project status.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ken Willson', written over a horizontal line.

Ken Willson

Senior Program Manager

Coastal Protection Engineering of North Carolina, Inc.

Office: 910-399-1905

Mobile: 910-443-4471

[kwilson@coastalprotectioneng.com](mailto:kwilson@coastalprotectioneng.com)