

RECORD OF MINUTES
DARE COUNTY TOURISM BOARD MEETING
THURSDAY, MAY 15, 2014
9:00 A.M.
OUTER BANKS WELCOME CENTER ON ROANOKE ISLAND
MANTEO, NC

ATTENDING: Monica Thibodeau, Chair; Tim Cafferty, Vice Chair; Jodi Hess, Secretary; Dorie Fuller, Treasurer; Ervin Bateman, Assistant Treasurer; Tonia Cohen, Sheila Davies, Ernie Foster, Virginia Tillett, Susie Walters, and Jay Wheless, Legal Counsel.

EXCUSED ABSENCE: Natalie Kavanagh and Donny King.

UNEXCUSED ABSENCE: Jamie Daniels

STAFF:

Lee Nettles, Executive Director
Diane Bognich, Director of Administration
Lorrie Love, Tourism Sales and Events Manager
Amy Wood, Clerk to the Board/Administrative Specialist

OTHERS: Art Smith and Woody Wilson, MAI; Ben Cahoon, Cahoon and Kasten Architects; and John Jennings, VHB.

The meeting was called to order at 9:05 a.m. The Board then recited the pledge of allegiance, followed by a moment of silence.

APPROVAL OF AGENDA: Mr. Cafferty moved to approve the agenda. Ms. Hess seconded. There was no discussion and the motion passed unanimously.

The Chair welcomed new board member Tonia Cohen, who is representing the Outer Banks Hotel/Motel Association.

Art Smith briefly reviewed the year-long visitor profile survey and the limited results received so far.

PUBLIC HEARING ON PROPOSED BUDGET FOR FISCAL YEAR 2014-2015: At 9:15 a.m. Ms. Fuller moved to open the public hearing on the proposed budget for FY 2014-2015. Mr. Bateman seconded. There was no discussion and the motion passed unanimously. Ms. Fuller asked if there were any public comments. No comments were made or received.

Ms. Fuller made a motion to close the public hearing. Mr. Cafferty seconded. There was no discussion and the motion passed unanimously. The public hearing closed at 9:17 a.m.

Art Smith continued the review and answered questions from the Board.

APPROVAL OF MINUTES: Mr. Cafferty moved to approve the minutes from the April 24, 2014 meeting. Ms. Davies seconded. There was no discussion and the motion passed unanimously.

CHAIRMAN'S REPORT: The Chair reviewed the following Short Term Restricted Fund Grant extension requests from Dare County:

- Rodanthe Beach Access-extension to November 2014
- Outer Banks National Scenic Byway-extension to June 30, 2015

Ms. Tillett moved to grant the above extensions. Ms. Hess seconded. There was no discussion and the motion passed unanimously.

The Chair noted the Governor's visit to the Outer Banks to announce economic impact of tourism throughout the state.

The Board commented on the recent Tourism Summit.

BUDGET AND FINANCE REPORT: Ms. Fuller reviewed the meals and occupancy receipts received. Receipts for fiscal year 2013-2014 to date are up 3.57% from the same time period in fiscal year 2012-2013. Ms. Fuller noted that April receipts received were less due to the County taking out the beach nourishment tax, which was incorrectly included within the Tourism Board receipts January-March.

OUTER BANKS VISITORS BUREAU UPDATES: Lee Nettles reviewed:

- Tourism Summit comments, which were all positive.
- Request from the National Park Service requesting \$20,000 to fund two additional days [current contract is for five days] of lifeguard service at Coquina and Buxton beaches from Memorial Day to Labor Day 2014.

The Board discussed the timing of the request, safety, setting precedence, and any liability faced with a contract for lifeguarding services. A few members expressed anger that the NPS had to cut lifeguards, and then made the request so close to the season. After discussion, Mr. Cafferty made a motion to establish a line item for lifeguards within the Short Term Restricted Fund, with the money going to the County for lifeguarding services [as they hold a contract for lifeguard service currently], for the time frame of Memorial through Labor Day 2014. Ms. Davies seconded. There was no discussion and the motion passed unanimously.

- Inquiry and fulfillment numbers, which are down. Lee Nettles and Staff are working to correct the problem.

Lorrie Love reviewed recent sales mission to the International Travel Marketplace (POWWOW). She also reviewed upcoming events throughout the community and at the Event Site.

Mr. Bateman, Ms. Tillett and Ms. Walters were excused at 10:20 a.m. The Board took a ten minute break. The meeting resumed at 10:30 a.m.

OUTER BANKS EVENT SITE MASTER PLANNING: John Jennings reviewed the master planning process at the Outer Banks Event Site. Ben Cahoon reviewed the architectural schemes for a pavilion at the Event Site. The Board agreed that the plan that allowed for expansion was the best option.

OLD BUSINESS: Mr. Foster asked that Day at the Docks attendance figures be revised in the event tier system, which is used to market events.

NEW BUSINESS: There was no new business before the Board.

BOARD MEMBER COMMENTS: Mr. Cafferty noted that one span of the Wright Brothers Memorial Bridge was re-opened. Mr. Cafferty thanked staff for the opportunity to participate in the media trips.

PUBLIC COMMENTS: There were no public comments made at this meeting.

SET TIME, DATE AND PLACE OF NEXT MEETING: Thursday, June 19, 2014 at 9:00 a.m.
The location will be announced [Meeting to be held at the Outer Banks Welcome Center on Roanoke Island].

Ms. Hess moved to adjourn. Ms. Davies seconded. There was no discussion and the motion passed unanimously. The meeting was adjourned at 11:29 a.m.

Attested:

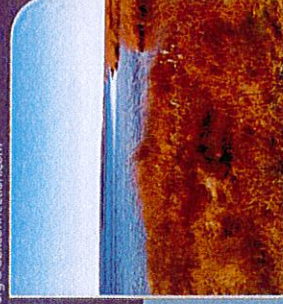


Secretary, Dare County Tourism Board

Outer Banks Event Site Design and Permitting



Photos above from outerbanksfestival.org & cbwconnection.com



Presented by



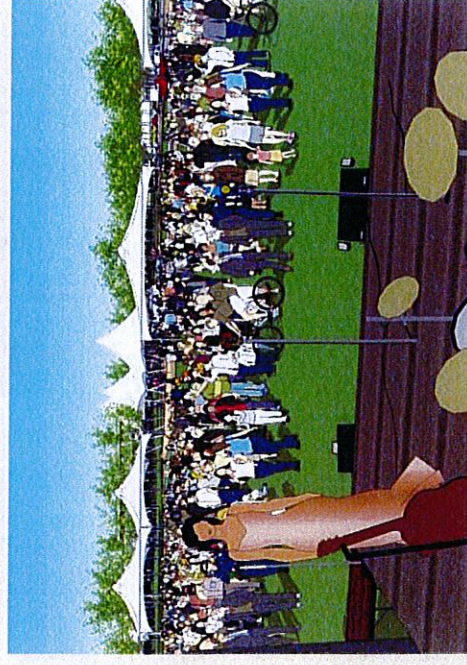
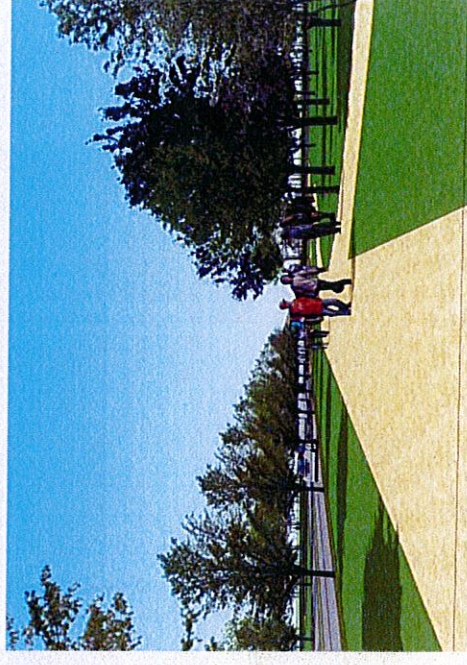
Vanasse Hangen Brustlin, Inc.

OBX Architects

May 15, 2014

Agenda

- Project Update
- Technical overview
- Architectural alternatives
- Schedule



Technical Overview

VHB

Kickoff meetings with Consultant team and site visit

Review and confirmation of program elements with team

Coordination of site investigations by consultant team

Identification of permitting requirements with Albemarle

Developing refinements to layout of program elements on site

Developing strategies for grading the site

Review of traffic and transportation options awaiting NCDOT study

Coordination of technical team activities.

Technical Overview

Albemarle Engineers -

- Updated Site Survey completed
- Corp of Engineers has confirmed previous wetland line.
- Health Department has agreed to occupancy estimate (1200) and Septic Drain field size (3000 gal/day) and location 25' off south PL
- Working with the updated Nags Head Stormwater ordinance, have had a preliminary meeting with the Town Engineer
- Reviewed stormwater strategies with local NCDOT representative
- Reviewing utilities access and needs with local agencies and suppliers

Technical Overview

GET

Completed on-site test borings and soil sampling; geotechnical report due in a couple of weeks

OBX Architects

Reviewed and updated program

Undertaken Conceptual Design for Pavilion, Restroom, and Entry

Hickman / Ambrose

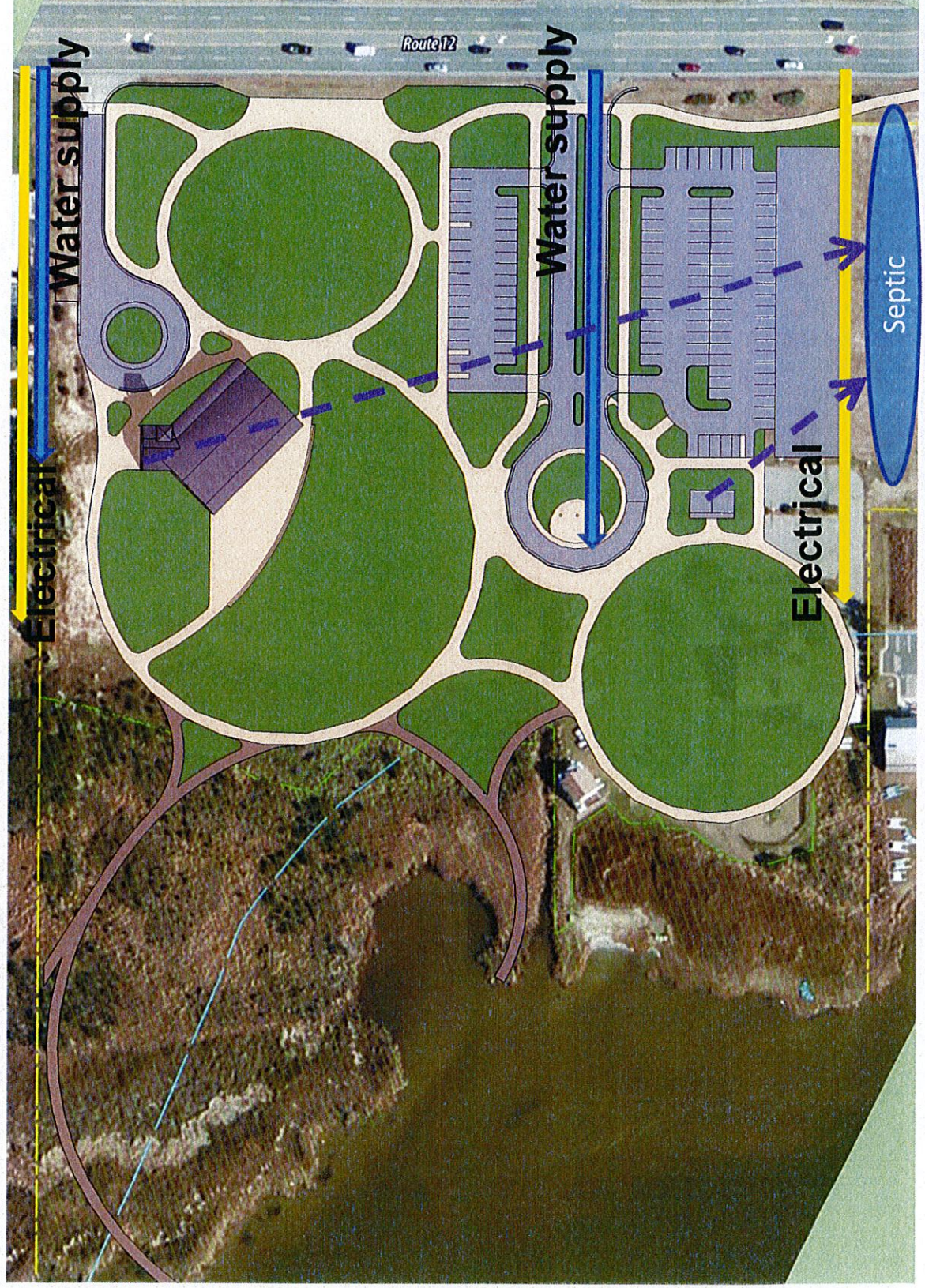
Conducted site visit and identifying existing conditions

Reviewing program demands

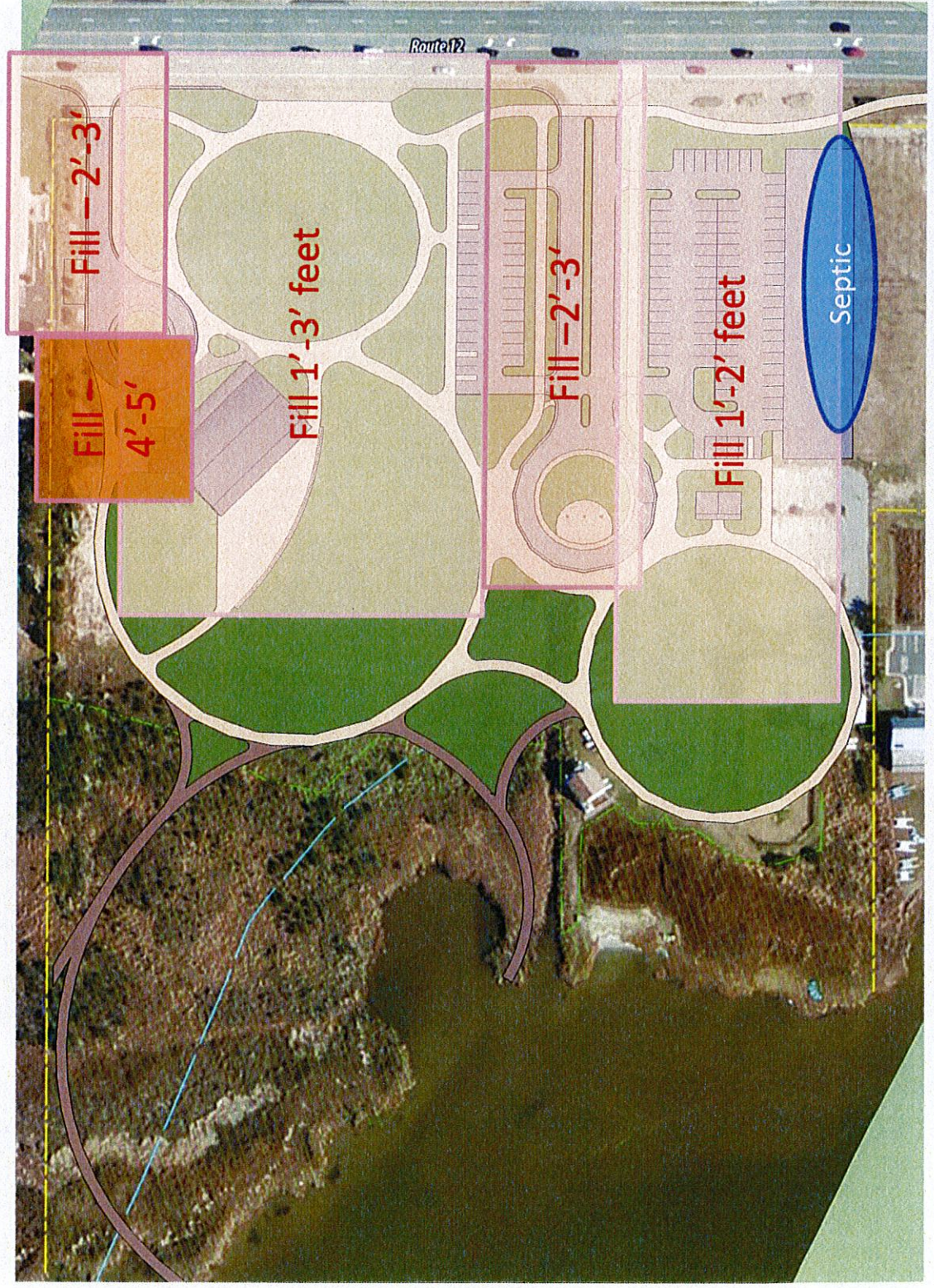
Developing approach for electrical services to the site for day use and events

Outer Banks Event Site

Site Layout Plan

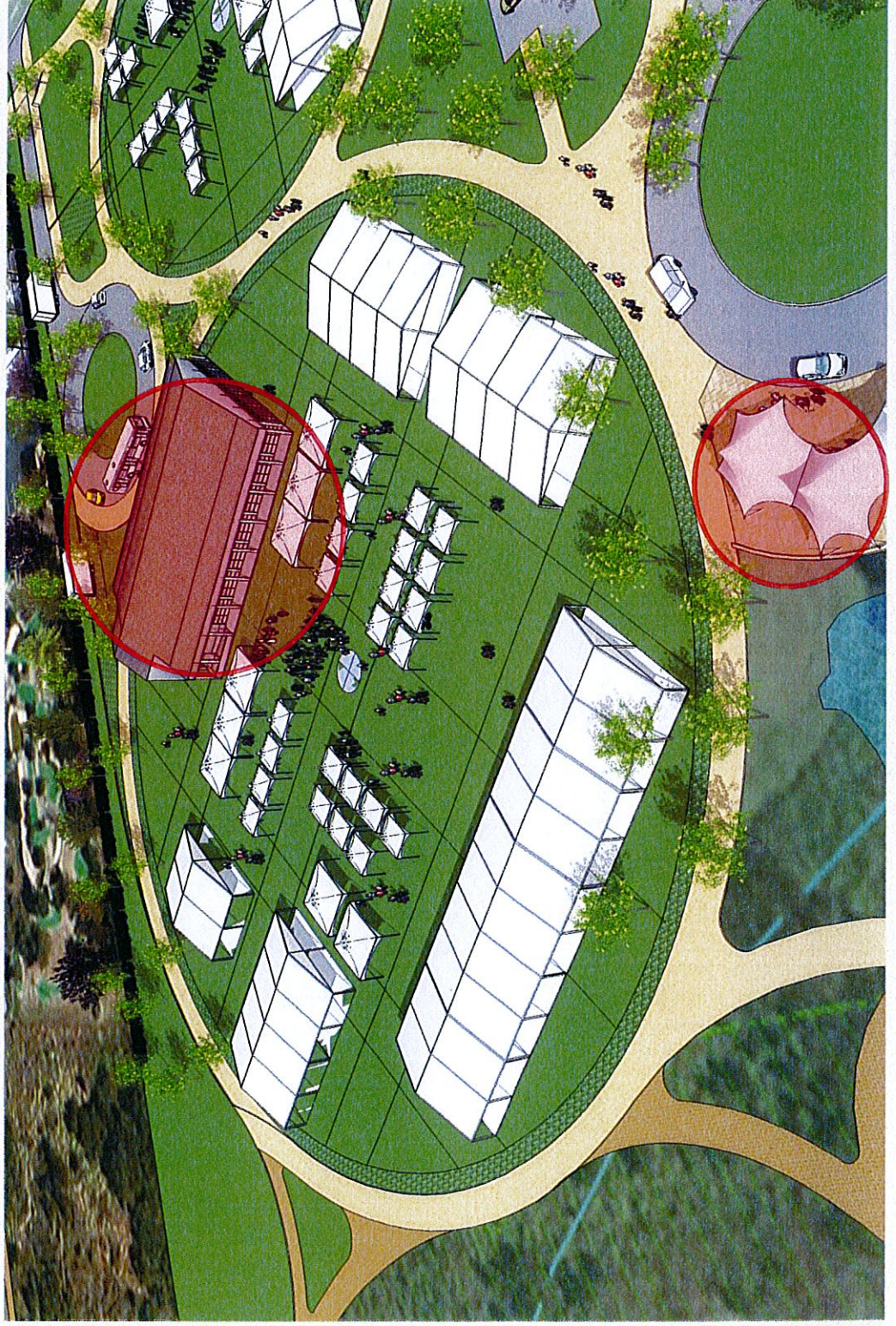


Site Conceptual Grading Plan



Outer Banks Event Site

Architecture



Harbor Pavilion, Marseille, FR



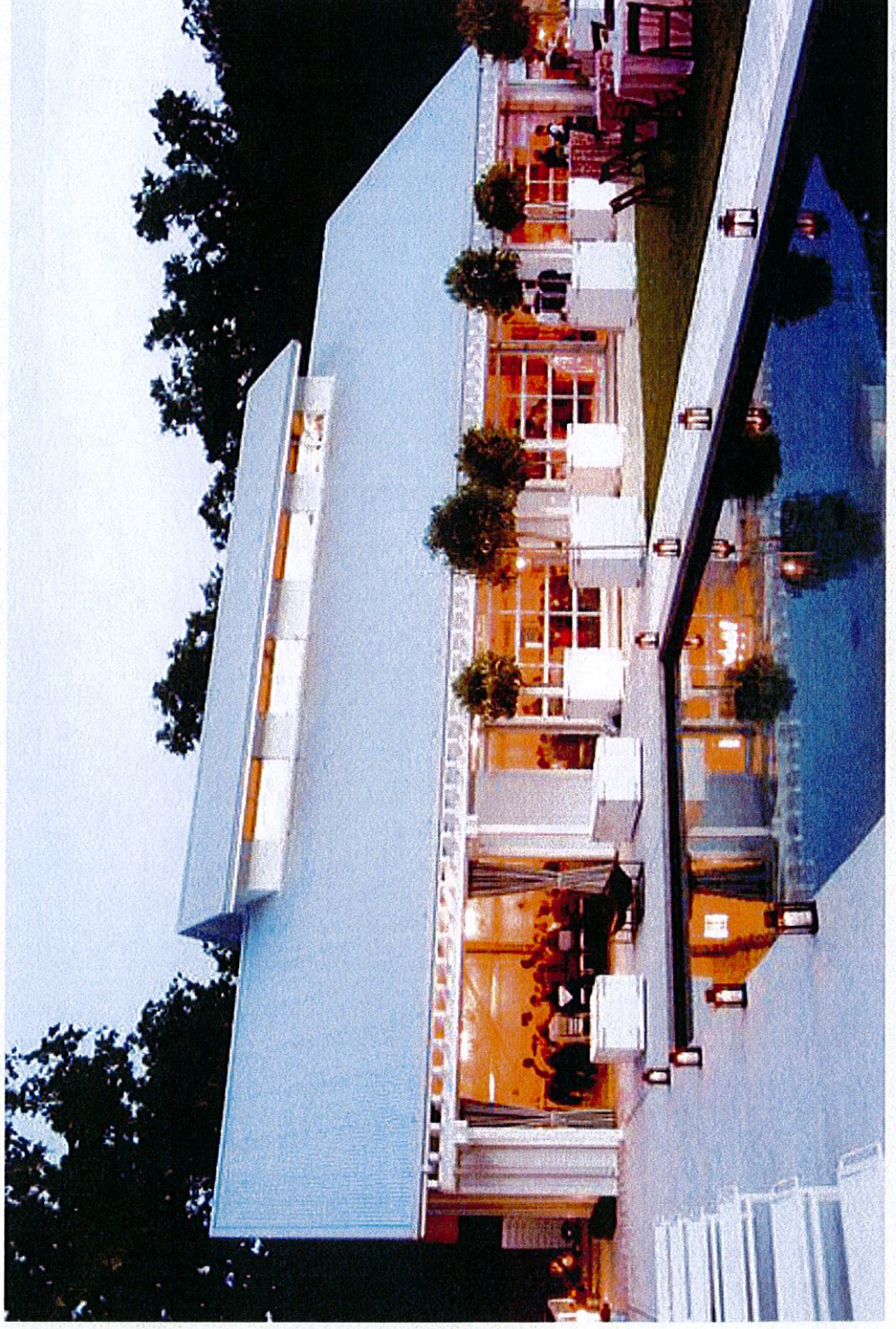
Outer Banks Event Site

Humboldt Park Boathouse, Chicago, IL



Outer Banks Event Site

Durham Ranch, St. Helena, CA



Outer Banks Event Site

Central Park Pavilion, Denver, CO



Outer Banks Event Site

Central Park Pavilion, Denver, CO

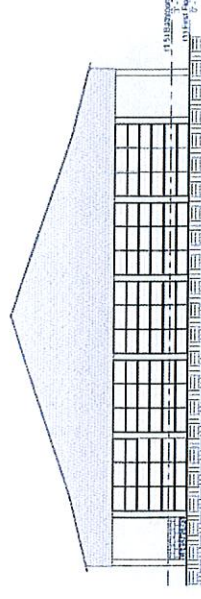
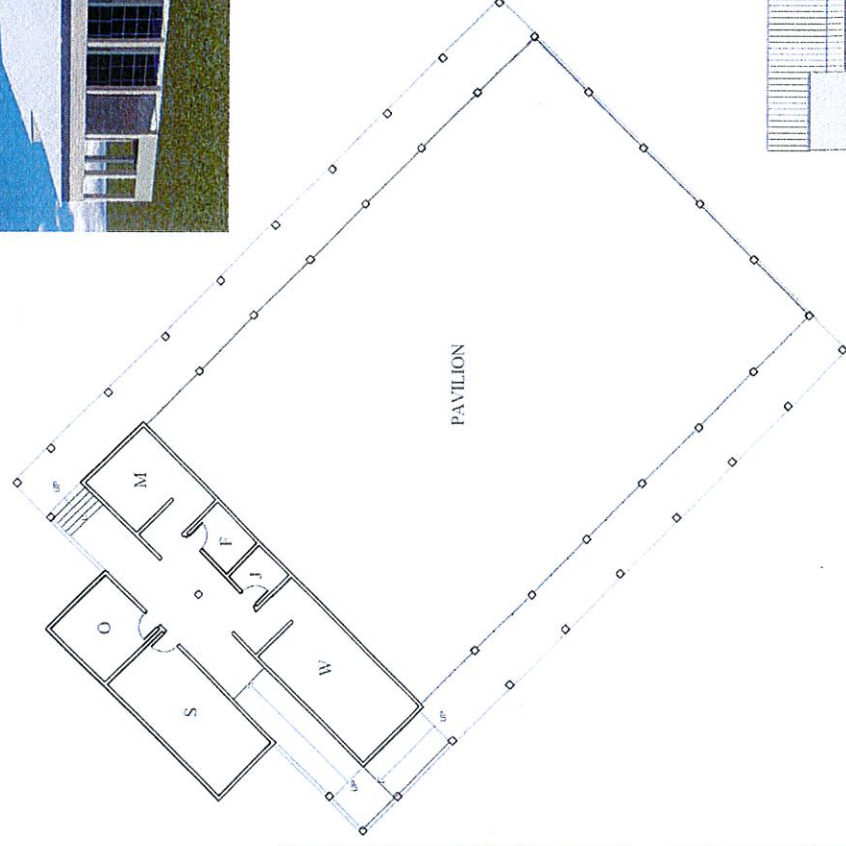


Pavilion Program

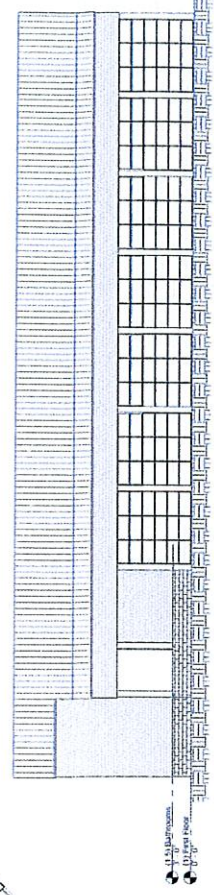
- Make the building as “transparent” as possible
- Achieve the required Nags Head design points with an architecturally understated building
- Meet the flood zone requirements without elevating the entire slab
- Incorporate the required enclosed spaces
- Allow for future expansion
- Provide a range of budget options

Outer Banks Event Site

Pavilion Alternative "A"



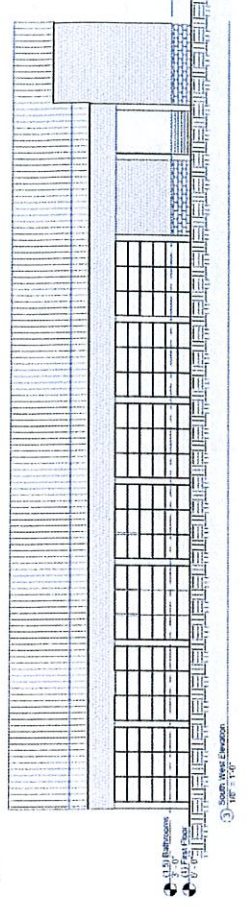
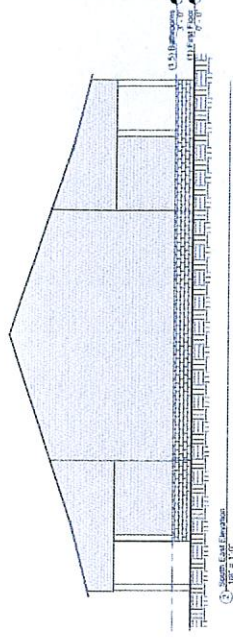
② South Elevation
1/8" = 1'-0"



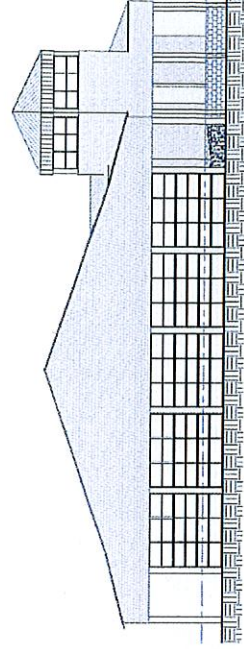
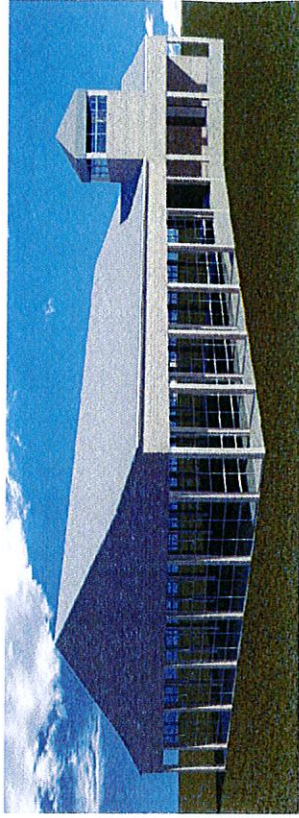
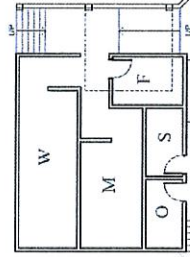
③ South West Elevation
1/8" = 1'-0"

① Proposed Plan
1/8" = 1'-0"

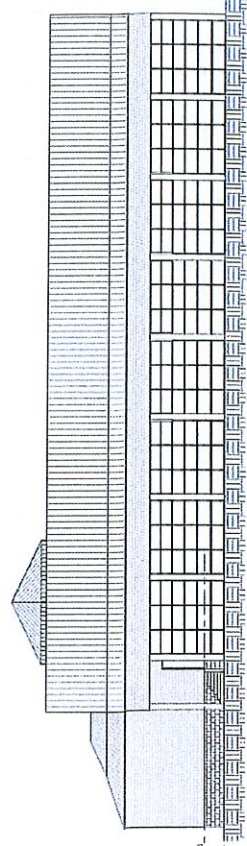
Pavilion Alternative "B"



Pavilion Alternative "C"



② South Elevation
WF = 1' 0"

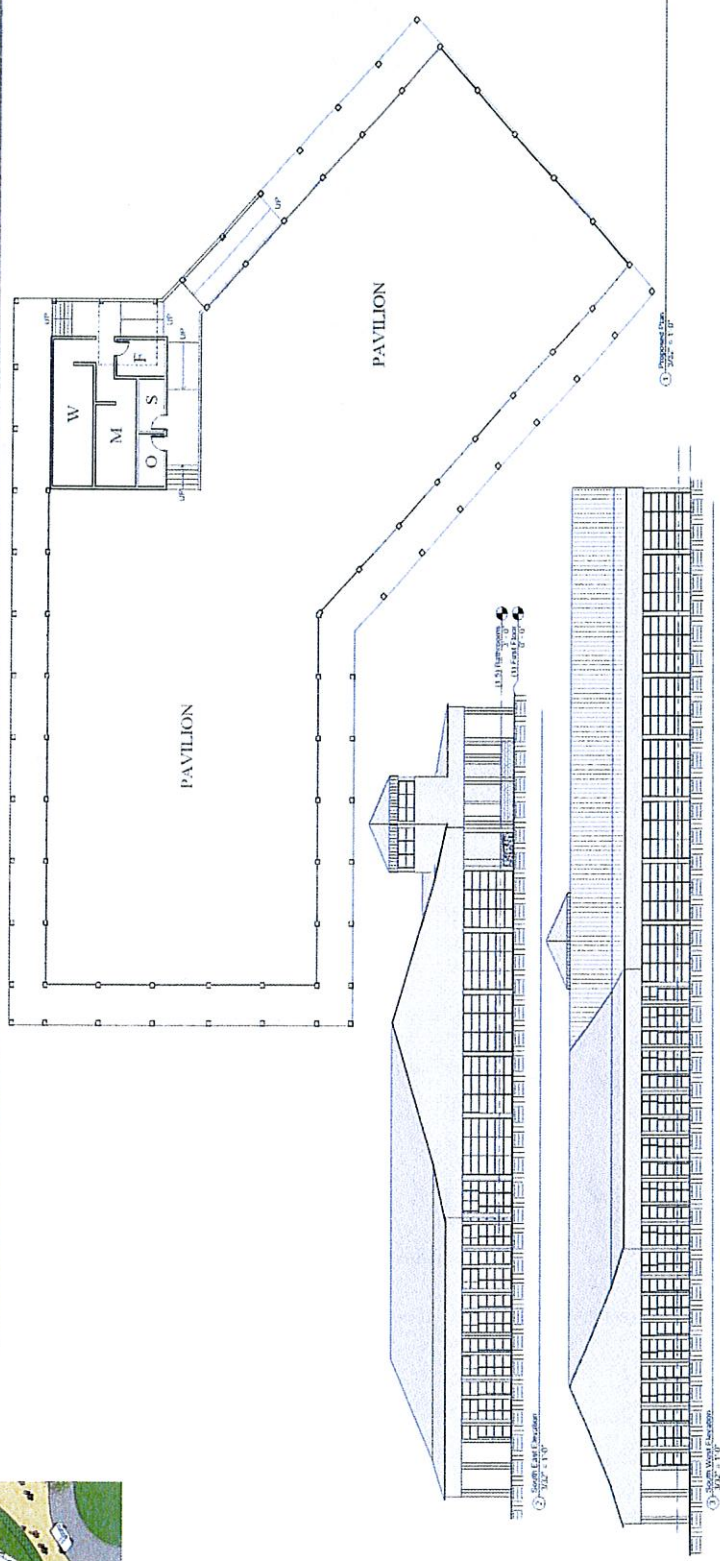


③ North Elevation
WF = 1' 0"



① Elevation View
WF = 1' 0"

Pavilion Alternative "C-2"

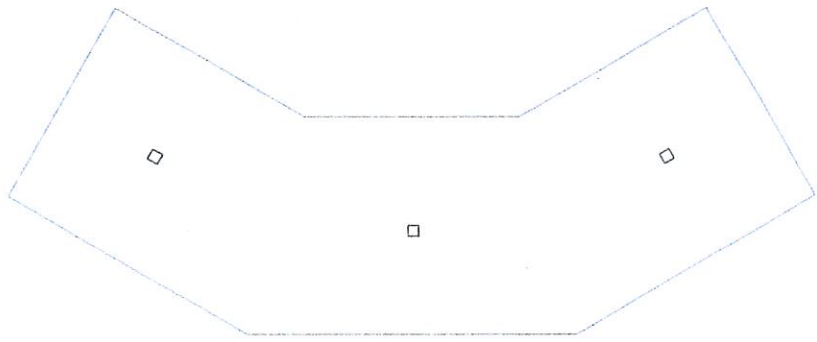
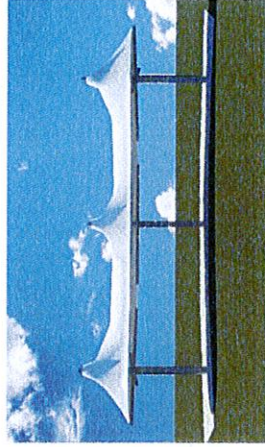


Outer Banks Event Site

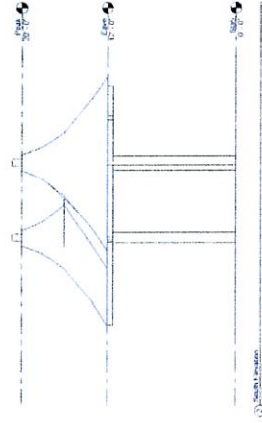
Welcome Structure (Tensile Fabric Roof)



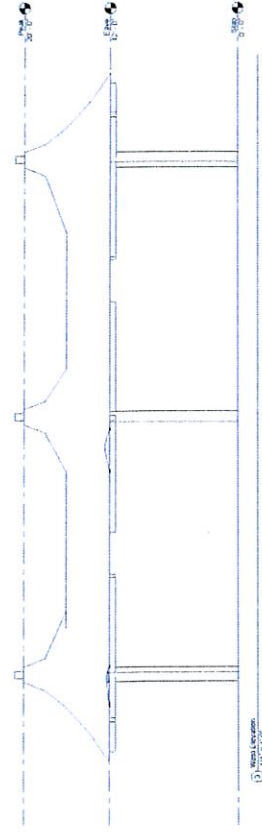
Welcome Structure (Tensile Fabric Roof)



1" = 100' 0"



1" = 100' 0"



1" = 100' 0"

CURRAN & LESTER ARCHITECTS 1000 1/2 1st Street, Suite 200 Asheville, NC 28801 Phone: 828.252.1234 Fax: 828.252.1235 www.curran-lester.com	
Project: Outer Banks Event Site	
Project No: 10010	
Location:	
Drawn: T. L. Lester	Date: May 1, 2004
Scale: As Indicated	
<p>These drawings are to be used for the construction of the project shown. They are not to be used for any other purpose without the written consent of Curran & Lester Architects. The client is responsible for obtaining all necessary permits and for ensuring that the project complies with all applicable codes and regulations. Curran & Lester Architects is not responsible for any errors or omissions in these drawings.</p>	
<p>Curran & Lester Architects 1000 1/2 1st Street, Suite 200 Asheville, NC 28801 Phone: 828.252.1234 Fax: 828.252.1235 www.curran-lester.com</p>	
A101	

Outer Banks Event Site

SCHEDULE

Outer Banks Event Site	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Project Initiation													
Project Kick-Off													
Site Visit													
Site Survey and Project Base Map													
Schematic Plans for Site Development													
Geotechnical Analysis													
Wetland Confirmation													
Site Layout Plan													
Architectural Plans													
Traffic Impact Analysis													
Permitting and Agency Coordination*													
Submit Permit Application Jun 20													
Preliminary Cost Opinion													
Phase 1 Site Plan and Construction Docs													
Final Plan Submission for Phase 1													
Utilities													
Drainage, Erosion/Sediment Control													
Hardscape Design													
Planting Plan													
Final Architectural Plans													
Product Delivery													
Site Plan Approval													
Site Plan Submittal Jun 19													
Technical Review Jul 1													
Planning Board Jul 15													
Board of Commissioners Aug 6													
Client Meetings													
Steering Committee													
Tourism Board													
Bidding and Construction Phase Services													
Advertisement Sep 3													
Pre-Bid Meeting													
Receive Bids Oct 3													
Recommendation to Tourism Board Oct 9													
Rec. to County Commissioners Oct 27													
Finalize construction contract													
Construction													

*Permit review typically takes up to 90 days; if DCTB pays for Express Review this can be reduced to 30 days. Permit approval is subject to agency timelines and outside of VHB's control

