



**Kitty Hawk Woods Reserve
Local Advisory Committee
Meeting Minutes
Thursday, 04 November 2010, 3 – 5 pm**

<u>LAC Members</u>	<u>Affiliation/Interest</u>	<u>Present</u>
Mr. Bill Harris	Community Member	No
Officer Steve Jarvis	N.C. Wildlife Resources Commission, Enforcement	No
Mr. Aaron McCall	The Nature Conservancy	Yes
Mr. John McCord	UNC Coastal Studies Institute	No
Mr. Curtis Pentecost	Community Member	Yes
Mayor Clifton Perry	Town of Kitty Hawk	Yes
Mr. Jeff Pruitt	Community Member	Yes
Councilman Richard Reid	Town of Kitty Hawk	Yes
Ranger Rob Shackelford	N.C. Division of Forest Resources	No
Chief David Ward	Town of Kitty Hawk	Yes
<u>Others</u>		
Mr. Frank Jennings	DCM, District Manager	Yes
Rebecca Ellin	DCM, Reserve Manager	Yes
Bo Dame	DCM, Northern Sites Manager	Yes

Reserve Update – Rebecca Ellin

New Staff

The Reserve has two new staff. Jason Dail joined the program in July 2010 and is a Stewardship and Education Specialist based out of Wilmington. Jason transferred from the regulatory program within the Division and will be managing the Zeke’s Island and Bald Head Woods sites and working with the education staff to develop and implement educational programming for the southern sites.

Scott Kucera joined the program in October 2010 as Education Coordinator working from our Beaufort office. Scott has a strong background in public education development, implementation, and administration through his work experiences at the N.C. Maritime Museum, Exploris Museum, and Museum of Coastal Carolina and Ingram Planetarium. Scott will oversee all education programming for the Reserve and focus on developing a general public education program to help this audience better understand the Reserve program and how to use the sites, coastal and estuarine concepts, and high priority coastal management issues.

Budget Update

The Reserve receives funding from both the State of N.C. and the federal government for operation of the program and a budget update was provided for the upcoming fiscal year. The State is anticipating a budget shortfall of approximately \$3 billion and state agencies have prepared 5, 10, and 15% reduction scenarios for the upcoming 2011-2013 budget planning process to help address this shortfall. Federal appropriations for operation of the N.C. National Estuarine Research Reserve portion of the program are uncertain at this time; two scenarios that are possible are level-funding and an approximate \$30,000 reduction.

Rules and Policies Review Process

The Reserve will be undertaking a Rules and Policies Review Process in 2011 to provide recommendations for updating current rule and policy language for management of the Reserve sites. The Reserve rules (N.C. Administrative Code T15A 070) have remained relatively unchanged since their adoption in 1986 and contain ambiguous terminology and do not address new challenges at the sites. Additionally, other guidance documents for management of the sites are not consistent and are also out of date (i.e., state dedication letters, management plans). The objective of the Rules and Policies Review Process is to update the rules and policies to provide clear and consistent guidance for the public on use of the sites, an effective management tool for staff, and ensure enforceability by the appropriate agencies when needed. The process will include definition of the vague terms currently found in the Reserve rules, examination of a variety of management topics (e.g., fires, fireworks, organized events), development of new or revised rule and policy language where needed, and input on the draft language from the following entities: the N.C. Department of Environment and Natural Resources, the Local Advisory Committees (LACs), the N.C. Coastal Resources Commission, and a series of public meetings. The management topics will be sent to the LACs prior to their review to ensure that the Reserve is examining the appropriate topics. The proposed alcohol prohibition that was considered in 2009 is on hold and will be reconsidered as part of this process. The Reserve anticipates bringing draft language to the LACs in late 2011.

Draft LAC Procedures Document – Rebecca Ellin

The Reserve is required to maintain a LAC for each Reserve site according to the N.C. Administrative Code. The Code stipulates that the committees shall be appointed by the Secretary of the N.C. Department of Environment and Natural Resources and shall include researchers, educators, managers, and citizens that use or are affected by the Reserve. Additional guidance does not currently exist for management of the committees. To make

these committees as effective as possible and transparent in their appointment and operations, the Reserve drafted procedures by which the committees will operate. The procedures were reviewed and comments discussed. Committee members may provide comments on the draft document through December 10, 2010. Comments will be considered and the document finalized for an effective date of 2011. The committee felt that meeting annually was sufficient and that additional meetings should be added as needed.

Site Update – Bo Dame

- An overview of the past years activities and current site specific issues was provided.
- Research activities: Amphibian and reptile monitoring was conducted by students from Chowan University. N.C. State University student Rachel Clark completed a vegetative survey of the Reserve including identification of seven species listed as state special concern, significantly rare, or on a watch list, and one species as state endangered. East Carolina University student Devon Eulie is examining shoreline change at five sites within Albemarle Sound including one site in Kitty Hawk Woods.
- Education/outreach activities: Staff delivered presentations on submerged aquatic vegetation, maritime forest, and Outer Banks processes to Dare Master Gardeners, College of the Albemarle, University of North Carolina at Wilmington, Chowan University, N.C. State University; staffed a booth at the USFWS Wildfest; and conducted a Herpetology Workshop with the Wildlife Resources Commission's Center for Wildlife Education.
- Stewardship activities: New Welcome and Site Information Signs will be installed in the coming year. Residential setbacks for hunting within Kitty Hawk were reviewed with the committee and it was decided that no action is needed at this time. Hunting statistics and jawbone study results were presented. The following invasive species have been identified within the Reserve: alligator weed, Japanese stiltgrass, and Phragmites. The State is working to finalize the purchase of the Hard tract for inclusion within the Reserve. Staff has received complaints about dogs digging and scratching on the Reserve. Staff has also received reports of two hogs within the Reserve and the presence of dead hogs on the Kitty Hawk Bay Islands.
- The Carolina Estuarine Reserve Foundation (CERF) painted the guard shack and donated a utility trailer to increase stewardship capacity.

Meeting Follow Up – Bo Dame

- On November 8, 2010 contact information for Jason Dail was sent via email to all LAC members along with a reminder that additional comments on the Draft LAC Procedures should be sent to Jason by December 10th.