



AGENDA

**TOWN OF NAGS HEAD BOARD OF COMMISSIONERS
NAGS HEAD MUNICIPAL COMPLEX - BOARD ROOM
WEDNESDAY, JUNE 7, 2023, 9:00 A.M.**

A. CALL TO ORDER / MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

B. ADOPTION OF AGENDA

C. RECOGNITION

1. RECOGNITION

INTRODUCTION OF LIFEGUARDS

NEW EMPLOYEE – Police Officer Lyle Coutts – January 6, 2023

NEW EMPLOYEE – Police Officer Joseph M Tatterson – April 17, 2023

NEW EMPLOYEE – Public Services – Water Distribution Technician Kevin Nelson –
May 30, 2023

PRESENTATION – Lifesaving Award for Police Officer JC Mitchell

PRESENTATION – 2023 Town Lightkeeper and Nags Header Awards

Documents:

[6 C RECOGNITION SUMMARY.PDF](#)

D. PUBLIC COMMENT

E. CONSENT AGENDA

1. Consideration Of Budget Amendment #15 To FY 22/23 Budget

Documents:

[6 E1 BUDGET AMEND TO FY 22-23 SUMMARY.PDF](#)
[6 E1 BUDGET AMEND 15 WORKSHEETS.PDF](#)

2. Consideration Of Tax Adjustment Report

Documents:

[6 E2 TAX ADJUST REPORT SUMMARY.PDF](#)
[6 E2 TAX ADJUST REPORT MSD REPORT.PDF](#)

3. Approval Of Minutes

Documents:

6 E3 MINUTES SUMMARY.PDF
6 E3 MINS MAY 3 2023 BOC MINS.PDF
6 E3 MINS MAY 17 2023 BUDGET WORKSHOP MINS.PDF

4. Annual Write-Off Of Uncollectible Water Accounts

Documents:

6 E4 WATER WRITE OFFS SUMMARY.PDF

5. Consideration Of Amendment To Town Code Sec 44-35 To Rename "Cut-Off Tag Fee" For Consistency

Documents:

6 E5 RENAME CUTOFF TAG FEE SUMMARY.PDF
6 E5 RENAME CUTOFF TAG FEE ORD.PDF

6. Request For Public Hearing To Consider Text Amendments to Section 11.10 of the Unified Development Ordinance as it pertains to dewatering activities such as the installation of inground pools

Documents:

6 E6 RPH DEWATERING ACTIVITIES SUMMARY.PDF

7. Request For Public Hearing To Consider Text Amendments to the Unified Development Ordinance as it pertains to the "Restaurant, Drive Through" use as a permissible use within Commercial Mixed-Use Developments, as well as amending the supplemental regulations associated with this use

Documents:

6 E7 RPH DRIVE-THRU SHOPPING SUMMARY.PDF

F. PUBLIC HEARINGS

1. Public Hearing To Consider Citizen Comment On The Town Manager's proposed operating budget for July 1, 2023 – June 30, 2024, proposed CIP requests for FY 23/24 through FY 27/28, and updated Consolidated Fee Schedule

Consideration of adoption of:

- a. Pay Plan / Career Progression Plans
- b. Organizational Chart
- c. Capital Improvement Program (CIP) requests
- d. Consolidated Fee Schedule
- e. FY 23/24 Budget Ordinance

Documents:

6 F1 PH OPERATING BUDGET SUMMARY.PDF
6 F1 PH BUDGET HEARING PN.PDF
6 F1 PH BUDGET MESSAGE CHANGES.PDF
6 F1 PH OPERATING BUDGET PAY SCALE.PDF
6 F1 PH OPERATING BUDGET CAREER PROG CHART.PDF
6 F1 PH OPERATING BUDGET ORG CHART.PDF
6 F1 PH OPERATING BUDGET CIP SCHEDULE.PDF
6 F1 PH OPERATING BUDGET CFS.PDF
6 F1 PH OPERATING BUDGET ORD.PDF

2. Public Hearing To Consider Text Amendments
to Unified Development Ordinance as it pertains to the supplemental regulations
associated with "Fueling Stations" within the Town

Documents:

6 F2 PH FUELING STATIONS SUMMARY.PDF
6 F2 PH FUELING STATIONS MEMO.PDF
6 F2 PH FUELING STATIONS PN.PDF
6 F2 PH FUELING STATIONS APP A STATE PLAN CONSIS.PDF

G. REPORTS AND RECOMMENDATIONS FROM THE PLANNING BOARD AND THE PLANNING AND DEVELOPMENT DIRECTOR

1. Update From Planning Director

Documents:

6 G1 PLANNING DIR SUMMARY.PDF
6 G1 PLANNING DIR REPORT.PDF

H. OLD BUSINESS TABLED FROM PREVIOUS MEETINGS

1. From Apr 5th Board Meeting – Discussion Of Nature Conservancy Easement

Documents:

6 H1 NATURE CONSERVANCY EASEMENT SUMMARY.PDF
6 H1 CONSERVATION EASEMENT TONH 50 ACRES.PDF
6 H1 CONTRACT 220 - NHWOODS LEASE AGREEMENT 1985.PDF
6 H1 CONTRACT 220 - NHWOODS LEASE AGREEMENT MAP EXHIBIT A
1985.PDF
6 H1 TONH FRESH POND PROPERTY RECORDS.PDF
6 H1 NH LUP NATURAL AREAS.PDF

I. NEW BUSINESS

1. Committee Reports

Documents:

6 I1 COMMITTEE REPORTS SUMMARY.PDF

2. Consideration Of Town Board/Committee Appointments/Reappointments

Documents:

6 I2 BOARD-COMM SUMMARY.PDF

6 I2 CURRENT - PLNG BD.PDF
6 I2 CANDIDATE - PLNG BD.PDF
6 I2 CURRENT - BOA.PDF
6 I2 CANDIDATE -BOA.PDF
6 I2 CURRENT - PGP.PDF

J. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN ATTORNEY

1. Request To Discuss Town Attorney Retainer Fee

Documents:

6 J1 ATTORNEY AGREEMENT SUMMARY.PDF
6 J1 ATTORNEY AGREEMENT RED-LINED.PDF

K. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN MANAGER

1. Update On 2023 Town Fireworks Display

Documents:

6 K1 TM FIREWORKS UPDATE SUMMARY.PDF

2. Report On FY 2023 Beach Driving Season

Documents:

6 K2 TM BEACH DRIVING SUMMARY.PDF
6 K2 TM BEACH DRIVING PRES.PDF
6 K2 TM BEACH DRIVING 2021-2022 PERMITS.PDF
6 K2 TM BEACH DRIVING 2022-2023 PERMITS.PDF

3. Update On Jockey's Ridge State Park Soundside Access

Documents:

6 K3 TM UPDATE JOCKEYS RIDGE ACCESS SUMMARY.PDF
6 K3 TM NC STATE-TNH JOCKEYS RIDGE ESTUARINE LEASE
AGREEMENT.PDF

4. Request From Village At Nags Head POA To Remove Town's Open Space Easement For Use For A Mailbox Facility

Documents:

6 K4 TM VILLAGE POA MAILBOX SUMMARY.PDF
6 K4 TM EASEMENT RELEASE PREPARED BY THE TOWN OF NAGS
HEAD.PDF
6 K4 TM VILLAGE OPEN SPACE EASEMENT.PDF
6 K4 TM VILLAGE MAILBOX PARCEL.PDF
6 K4 TM VILLAGE OPEN UDO SEC 9.16-
DEVELOP_STANDARDS_AND_REQMTS.PDF
6 K4 TM VNH POA LAND PARCEL PURCHASE FM CLUB CORP-
STATUS.PDF

5. FY 2023 Project Review

Documents:

[6 K5 TM FY 2023 PROJECT REVIEW SUMMARY.PDF](#)

6. Public Services Facility Project Update

Documents:

[6 K6 TM PS FACILITY PROJECT UPDATE SUMMARY.PDF](#)

7. Discussion Of Request For Traffic Signal At Villa Dunes Drive

Documents:

[6 K7 TM REQUEST FOR VILLA DUNES TRAFFIC SIGNAL SUMMARY.PDF](#)
[6 K7 TM TRAFFIC LIGHT R BUXTON EMAIL.PDF](#)

L. BOARD OF COMMISSIONERS AGENDA

M. MAYOR'S AGENDA

1. Consideration Of Resolution In Support Of The Roanoke Island Historical Association's Long-Standing Production Of The Lost Colony

Documents:

[6 M1 MAYOR NH LOST COLONY SUMMARY.PDF](#)
[6 M1 MAYOR NH LOST COLONY LETTER.PDF](#)
[6 M1 MAYOR NH LOST COLONY RES.PDF](#)

N. CLOSED SESSIONS

1. Request For Closed Session To Consider A Personnel Matter Pursuant To GS 143-318.11(A)(6)

Documents:

[6 N1 RCS PERSONNEL SUMMARY.PDF](#)

2. Request For Closed Session To Consult With The Town Attorney
re: matters protected by attorney/client privilege and to preserve that privilege re: the case of Town v 205 W Baltic,LLC pursuant to GS 143-318.11(a)(3)

Documents:

[6 N2 RCS CONFER WITH ATT SUMMARY.PDF](#)

O. OTHER BUSINESS

P. ADJOURNMENT