



## AGENDA

**TOWN OF NAGS HEAD BOARD OF COMMISSIONERS  
NAGS HEAD MUNICIPAL COMPLEX - BOARD ROOM  
WEDNESDAY, January 3, 2024 9:00 A.M.**

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

**B. ADOPTION OF AGENDA**

**C. RECOGNITION**

1. Recognition

NEW EMPLOYEE – Administrative Services – Water Billing Specialist Shannon Beatty – Dec 6, 2023

RECOGNITION OF FORMER COMR. RENÉE CAHOON

Documents:

[1 C RECOGNITION SUMMARY.PDF](#)

**D. PUBLIC COMMENT**

**E. CONSENT AGENDA**

1. Consideration Of Budget Amendment #7 To FY 23/24 Budget

Documents:

[1 E1 BUDGET AMEND TO FY 23-24 SUMMARY.PDF](#)

[1 E1 BUDGET AMEND WORKSHEETS.PDF](#)

2. Consideration Of Tax Adjustment Report

Documents:

[1 E2 TAX ADJ REPORT SUMMARY.PDF](#)

[1 E2 TAX ADJ TOWN-WIDE REPORT.PDF](#)

[1 E2 TAX ADJ MSD REPORT.PDF](#)

3. Consideration Of Resolution

to accept the American Rescue Plan Act (ARPA) grant offer for the Stormwater Master Plan Update Project

Documents:

[1 E4 ARP ACCEPT STORMWATER FUNDS SUMMARY.PDF](#)

[1 E4 ARP ACCEPT STORMWATER FUNDS RES.PDF](#)

[1 E4 ARP ACCEPT STORMWATER SCOPE APPROVAL PKG.PDF](#)

4. Consideration Of Modification To Pay Plan

Documents:

[1 E5 PAY PLAN MODIFICATION SUMMARY.PDF](#)  
[1 E5 FLEET CAREER PROGRESSION.PDF](#)  
[1 E5 PROPOSED PUBLIC SERVICES ORG CHART - 2024.PDF](#)  
[1 E5 PROPOSED PAY SCALE 1.3.24.PDF](#)

5. Consideration Of Annual Audit Contract

Documents:

[1 E6 AUDIT CONTRACT SUMMARY.PDF](#)  
[1 E6 AUDIT CONTRACT.PDF](#)

6. Request For Public Hearing To Consider Special Use/Site Plan

review submitted by Quible & Associates, P.C. and Beacon Architecture and Design PLLC, for the construction  
of a Trade Center. The property is zoned C-3, Commercial Services and is located on  
Lot 2a of the Charles L. Sineath  
Subdivision (PIN# 989317113533), vacant lot directly behind TW's Bait and Tackle

Documents:

[1 E7 RPH TRADE CENTER SUMMARY.PDF](#)

7. Request For Public Hearing To Consider Various

text amendments to the Unified Development Ordinance (UDO) as it relates to multi-  
family development

Documents:

[1 E8 RPH MULTI-FAMILY SUMMARY.PDF](#)

**F. PUBLIC HEARINGS**

1. Public Hearing To Consider Text Amendments

to the Unified Development Ordinance as it pertains to including the use of  
"Restaurant, Drive Through" as a  
permissible use within Commercial Mixed-Use Developments, as well as amending  
the supplemental regulations  
associated with this use (Public Hearing held Dec 6, 2023)

Documents:

[1 F1 PH DRIVE THROUGH SUMMARY.PDF](#)  
[1 F1 PH NOTICE PN.PDF](#)  
[1 F1 PH DRIVE THROUGH MEMO.PDF](#)  
[1 F1 PH DRIVE THROUGH APPENDIX A.PDF](#)

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

1. Update From Planning Director

Documents:

[1 G1 PLANNING DIRECTOR SUMMARY.PDF](#)  
[1 G1 PLANNING DIRECTORS REPORT.PDF](#)

**H. NEW BUSINESS**

1. Presentation From Town Auditors- Via Zoom Platform  
Time Specific 10:30 a.m.

Documents:

[1 H1 AUDIT REPORT SUMMARY.PDF](#)  
[1 H1 AUDIT REPORT.PDF](#)

2. Presentation Of Emergency Operations Plan  
Time Specific 11:00 a.m.

Documents:

[1 H2 EOP PRESENTATION SUMMARY.PDF](#)  
[1 H2 EOP FINAL DOCUMENT.PDF](#)

3. Committee Reports

Documents:

[1 H3 COMMITTEE REPORTS SUMMARY.PDF](#)

4. Consideration Of Appointment/Reappointment  
to Boards/Committees

- Government Education Access Channel Committee
- Septic Health Advisory Committee
- Board of Adjustment (B Gentry)
- Board of Adjustment Alternate
- Firemen's Relief Fund Board (A Farmer)
- Annual appointment of BOA Chair and Vice-Chair

Documents:

[1 H4 BOARDS-COMMITTEES SUMMARY.PDF](#)  
[1 H4 ROSTER CURRENT FIREMEN RELIEF FUND.PDF](#)  
[1 H4 ROSTER-SEPTIC HEALTH ADVISORY.PDF](#)  
[1 H4 ROSTER CURRENT - BOA.PDF](#)  
[1 H4 ROSTER CANDIDATES - BOA.PDF](#)

**I. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN ATTORNEY**

**J. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN MANAGER**

1. Update On Public Services Facility

Documents:

[1 J1 TM PUBLIC SVCS FAC UPDATE SUMMARY.PDF](#)

**K. BOARD OF COMMISSIONERS AGENDA**

**L. MAYOR'S AGENDA**

**M. CLOSED SESSIONS**

**N. OTHER BUSINESS**

**O. ADJOURNMENT**

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