



# TOWN OF NAGS HEAD

## AGENDA

TOWN OF NAGS HEAD BOARD OF COMMISSIONERS  
NAGS HEAD MUNICIPAL COMPLEX - BOARD ROOM  
WEDNESDAY, JANUARY 5, 2022; 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

TEN YEARS OF SERVICE - Fire Lieutenant Evan Zadd - Dec 6, 2011

ADVANCED CERTIFICATES - Police Officer Daniel "Danny" Harris  
- Police Officer Joseph "JC" Mitchell

APPRECIATION - Annette Ratzenberger - Firemen's Relief Fund Board

PRESENTATION - Dare County Motor Sports Charity - Director Terry Gray

PRESENTATION - Nags Head Woods Annual Report - Steward Aaron McCall

Documents:

1 C RECOGNITION SUMMARY.PDF  
1 C NH WOODS ANNUAL REPORT.PDF

**D. PUBLIC COMMENT**

**E. CONSENT AGENDA**

1. Consideration Of Tax Adjustment Reports

Documents:

1 E1 TAX ADJUST REPORT SUMMARY.PDF  
1 E1 TAX ADJ TOWN WIDE REPORT FOR 12-01-21 BOC MTG.PDF  
1 E1 TAX ADJ MSD REPORT FOR 12-01-21 BOC MTG.PDF  
1 E1 TAX ADJ TOWN WIDE REPORT FOR 1-05-22 BOC MTG.PDF  
1 E1 TAX ADJ MSD REPORT FOR 1-05-22 BOC MTG.PDF

2. Approval Of Minutes

Documents:

1 E2 MINUTES SUMMARY.PDF  
1 E2 MINUTES DEC 1 2021 BOC MINS.PDF  
1 E2 MINUTES DEC 15 2021 BOC MINS.PDF

3. Establishment Of The Public Works Capital Project Fund
  - Consideration of associated Budget Amendment

Documents:

1 E3 PW CAP PROJECT FUND SUMMARY.PDF  
1 E3 PW CAP PROJ FUND ORD.PDF  
1 E3 PW COMPLEX BUD AMEND.PDF

4. Ratification Of The Following Traffic Control Map Modifications:
  - From Dec 1st Board meeting - Right Turn Only at Gray Eagle and US 158
  
  - From Dec 1st Board meeting - Reduce speed limit to 20 MPH on all public streets in Village at Nags Head west of US 158

Documents:

1 E4 TCM RATIFICATION AMEND SUMMARY.PDF  
1 E4 TCM RATIFICATION AMEND ORD.PDF

5. Request For Public Hearing To Consider Residential Stormwater Ordinance

Documents:

1 E5 RPH RESIDENTIAL STORMWATER SUMMARY.PDF

6. Consideration Of Memorandum Of Lease Extension
  - for Community Care Clinic lease of building at 425 Health Center Drive

Documents:

1 E6 MEMO OF LEASE EXT FOR CCC SUMMARY.PDF  
1 E6 CCC LEASE EXTENSION.PDF

## **F. REPORTS AND RECOMMENDATIONS FROM THE PLANNING BOARD AND THE PLANNING AND DEVELOPMENT DIRECTOR**

1. Update From Planning Director

Documents:

1 F1 PLANNING DIR REPORT SUMMARY.PDF  
1 F1 PLANNING DIR REPORT.PDF

2. Consideration Of Approval For The Removal Of Trees
  - with a caliper of 16 inches or greater within the SED-80 Zoning District

Documents:

[1 F2 FULLER TREE REMOVAL SUMMARY.PDF](#)  
[1 F2 FULLER TREE REMOVAL MEMO.PDF](#)

## **G. OLD BUSINESS TABLED FROM PREVIOUS MEETINGS**

### 1. From Dec 1st Board Meeting

Consideration of amendments to Town Code Chapter 42 Traffic and Motor Vehicles re: updated definitions to include electric assist vehicles

Documents:

[1 G1 ELECTRIC ASSIST ORD SUMMARY.PDF](#)  
[1 G1 ELECTRIC ASSIST ORD REV.PDF](#)

### 2. From Dec 15th Board Meeting

- Consideration of Change Order to Old Nags Head Cove Water Main Replacement Project

Documents:

[1 G2 ONHC WATER MAIN CHG ORDER 1 SUMMARY.PDF](#)  
[1 G2 ONHC WATER MAIN CHG ORDER 1.PDF](#)  
[1 G2 ONHC WATER MAIN CHG ORDER 1 BUD AMEND.PDF](#)

### 3. From Dec 15th Board Meeting - Post-Dorian Beach Nourishment Project

- Notice of Bid Award  
- Authorization of execution of construction contract  
- Capital Project Ordinance Budget Amendment

Documents:

[1 G3 POST-DORIAN BN PROJECT SUMMARY.PDF](#)  
[1 G3 POST DORIAN BN NOTICE OF AWARD.PDF](#)  
[1 G3 POST DORIAN BN CAP PROJ AMEND 3 ORD.PDF](#)

## **H. NEW BUSINESS**

### 1. Presentation - Annual Audit Report - Time Specific 10:00 A.m.

Presentation - Annual Comprehensive Financial Report

Documents:

[1 H1 ANNUAL AUDIT SUMMARY.PDF](#)  
[1 H1 AUDIT - FINANCIAL REPORTS W-AUDIT LETTER PAGE NOS.PDF](#)

### 2. Committee Reports

Documents:

[1 H2 COMMITTEE REPORTS SUMMARY.PDF](#)

3. Board/Committee Appointments

- Annual appointment of Board of Adjustment Chair and Vice-Chair
- Appointment/Reappointment to Planning Board and Board of Adjustment
- Appointment to Firemen's Relief Fund Board

Documents:

1 H3 BOARD-COMM APPOINTMENTS SUMMARY.PDF  
1 H3 APPOINT BOA CURRENT.PDF  
1 H3 APPOINT BOA CANDIDATES.PDF  
1 H3 APPOINT FIREMENS RELIEF CURRENT.PDF  
1 H3 APPOINT FIREMENS RELIEF CANDIDATE.PDF  
1 H3 APPOINT PB CURRENT.PDF  
1 H3 APPOINT PB CANDIDATES.PDF

4. Consideration Of Traffic Control Map Amendment

- No Parking - Tow-Away Zone on Pond Island - S North Shore Road

Documents:

1 H4 TCM AMENDMENT SUMMARY.PDF  
1 H4 TCM S NORTH SHORE RD MEMO.PDF  
1 H4 TCM AMENDMENT ORD.PDF  
1 H4 TCM S NORTH SHORE RD MAP.PDF

5. Consideration Of A COVID Policy Related To Leave Time For Vaccinations

Documents:

1 H5 VACCINATION INCENTIVE - LEAVE POLICY SUMMARY.PDF  
1 H5 VACCINATION INCENTIVE POLICY.PDF  
1 H5 VACCINATION INCENTIVE - CDC GUIDELINES.PDF

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

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

1. Project Updates

Documents:

1 J1 TM UPDATES SUMMARY.PDF

2. Request For Closed Session

to discuss a personnel matter in accordance with GS 143-318.11(a)(6)

Documents:

1 J2 TM RCS SUMMARY.PDF

**K. BOARD OF COMMISSIONERS AGENDA**

**L. MAYOR'S AGENDA**

**M. OTHER BUSINESS**

**N. ADJOURNMENT**

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**5401 S. Croatan Hwy, Nags Head, NC 27959  
252-441-5508**