



# TOWN OF NAGS HEAD

## AGENDA

TOWN OF NAGS HEAD BOARD OF COMMISSIONERS  
NAGS HEAD MUNICIPAL COMPLEX - BOARD ROOM  
WEDNESDAY, JULY 7, 2021, 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

- FIVE YEARS - Planning Dept Zoning Administrator Margaux Kerr - June 13, 2016
- FIVE YEARS - Planning Dept Code Compliance Officer Ed Snyder - June 27, 2016
- TWENTY YEARS - Public Information Officer Roberta Thuman - June 25, 2001
- RETIRED EMPLOYEE - Public Works Director Ralph Barile - 1982 - 2020
- PROCLAMATION - National Night Out - August 3, 2021

Documents:

[7 C RECOGNITION SUMMARY.PDF](#)  
[7 C RECOGNITION NNO PROC.PDF](#)

**D. PUBLIC COMMENT**

**E. CONSENT AGENDA**

1. Consideration Of Budget Adjustment #1 To FY 21/22 Budget

Documents:

[7 E1 BUDGET ADJ TO FY 21-22 SUMMARY.PDF](#)  
[7 E1 BUD ADJ WORKSHEETS.PDF](#)

2. Consideration Of Tax Adjustment Report

Documents:

[7 E2 TAX ADJUST REPORT SUMMARY.PDF](#)  
[7 E2 TAX ADJUST MSD REPORT.PDF](#)  
[7 E2 TAX ADJUST TOWN-WIDE REPORT.PDF](#)

3. Consideration Of Business License And Registration Fee Debt Release

Documents:

[7 E3 LIS-REGIS DEBT RELEASE SUMMARY.PDF](#)

[7 E3 LIC-REGIS DEBT RELEASE MEMO.PDF](#)  
[7 E3 LIC-REGIS DEBT RELEASE LIST.PDF](#)

4. Approval Of Minutes

Documents:

[7 E4 MINUTES SUMMARY.PDF](#)  
[7 E4 MINUTES JUN 2 2021 BOC MINS.PDF](#)  
[7 E4 MINUTES JUN 16 2021 BOC MINS.PDF](#)  
[7 E4 MINUTES JUN 29 2021 BOC MINS.PDF](#)

5. Consideration Of Resolution Authorizing  
equipment exchange between the Town of Nags Head and the Town of Duck Fire  
Departments in accordance with GS 160A-271

Documents:

[7 E5 EXCH EQUIP EXCHANGE DUCK SUMMARY.PDF](#)  
[7 E5 EXCH EQUIP EXCHANGE DUCK PN.PDF](#)  
[7 E5 EXCH EQUIP EXCHANGE GS 160A-271.PDF](#)  
[7 E5 EXCH EQUIP EXCHANGE DUCK RES.PDF](#)

6. Consideration Of Resolution Authorizing Higher Federal Micro-Purchase Thresholds

Documents:

[7 E6 MICRO-PURCHASE THRESHOLD SUMMARY.PDF](#)  
[7 E6 MICRO-PURCHASING THRESHHOLD RES.PDF](#)

7. Consideration Of Reimbursement Resolution  
declaring the intention to reimburse the cost of certain expenditures

Documents:

[7 E7 REIMBURSEMENT RES SUMMARY.PDF](#)  
[7 E7 REIMBURSEMENT RES.PDF](#)

8. Consideration Of Housekeeping Modification To Adopted Pay And Classification Plan

Documents:

[7 E8 PAY CLASS SUMMARY.PDF](#)  
[7 E8 PAY CLASS PLAN TABLE.PDF](#)

9. Request For Public Hearing  
to consider Special Use Permit/Change of Use Application submitted by Outer Banks  
Community Church to operate a Religious Complex within Croatan Center Shopping  
Center, Unit 12 (former Radio Shack). The property is zoned C-2, General Commercial  
and is located at 4711 S. Croatan Highway, Nags Head NC

Documents:

**F. PUBLIC HEARINGS**

1. 1a) Consideration Of Adoption Of

Town of Nags Head Low Impact Development and Stormwater Reference Manual and Amendment of the Recommended Standard Details Manual (Public Hearing not required)

Documents:

[7 F1 PH REF MANUAL AMEND SUMMARY.PDF](#)  
[7 F1 PH REFERENCE MANUALS PN.PDF](#)  
[7 F1A PH - UDO LID BOC MEMO.PDF](#)  
[7 F1A PH LID MANUAL.PDF](#)  
[7 F1A PH REC STD DETAILS MANUAL.PDF](#)

--. 1b) Public Hearing To Consider Text Amendments

to the Unified Development Ordinance to update references in the Stormwater, Fill and Runoff Management Ordinance for regulatory reference manuals

Documents:

[7 F1B PH REF MANUAL UDO AMEND ORD.PDF](#)

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

1. Update From Planning Director

- Update on Sign Ordinance Update project
- Update on responses to Town Seasonal Workforce Housing RFI

Documents:

[7 G1 PD UPDATE REPORT SUMMARY.PDF](#)  
[7 G1 PD REPORT-MEMO.PDF](#)  
[7 G1 PD REPORT-MONTHLY REPORT.PDF](#)  
[7 G1 PD REPORT-STREET LIGHTING POLICY.PDF](#)

2. Discussion Of FY 2021-2022

Public Beach and Coastal Waterfront Grant pre-application for Epstein Street Beach Access; Request for Public Hearing

Documents:

[7 G2 EPSTEIN ST CAMA BEACH ACCESS SUMMARY.PDF](#)  
[7 G2 EPSTEIN ST CAMA BEACH ACCESS GRANT MEMO.PDF](#)  
[7 G2 EPSTEIN ST BEACH ACCESS GRANT MATERIALS.PDF](#)

**H. OLD BUSINESS TABLED FROM PREVIOUS MEETINGS**

1. From June 2nd Board Meeting - Discussion Of Beach Driving Season

Documents:

[7 H1 BEACH DRIVING SEASON DISC SUMMARY.PDF](#)  
[7 H1 BEACHDRIVINGWHITEPAPER.PDF](#)

#### **I. NEW BUSINESS**

1. Committee Reports

Documents:

[7 I1 COMMITTEE REPORTS SUMMARY.PDF](#)

#### **J. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN ATTORNEY**

1. Request To Update Town Attorney Retainer

Documents:

[7 J1 TOWN ATT REQUEST TO UPDATE RETAINER SUMMARY.PDF](#)

2. Request For Closed Session Pursuant To GS 143-318.11(A)(3)  
in order for the Board to consult with the Town Attorney regarding matters protected by attorney/client privilege and to preserve that privilege, including the cases of Town v Hale and other condemnation litigation as well as the 205 Baltic Street litigation

Documents:

[7 J2 TOWN ATT REQUEST FOR CS SUMMARY.PDF](#)

#### **K. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN MANAGER**

1. Presentation Of Year 1 Report Of Beach Nourishment Multi-Decadal Master Plan  
- Presented by Moffatt & Nichol

Documents:

[7 K1 TM BN YR 1 DECADAL MASTER PLAN SUMMARY.PDF](#)

2. Professional Services Contract Amendment For Year 2 Of Beach Nourishment Master Plan  
- Amendment #1 to Beach Nourishment Master Plan Capital Project Ordinance

Documents:

[7 K2 TM BN YR 2 DECADAL MASTER PLAN SUMMARY.PDF](#)  
[7 K2 TM BN YR 2 BOC MEMO.PDF](#)  
[7 K2 TM BN YR 2 MOFFAT NICHOL SCOPE.PDF](#)  
[7 K2 TM BN YR 2 BUD AMENDMENT.PDF](#)  
[7 K2 TM BN CAPITAL PROJECT AMEND 1 ORD.PDF](#)

3. Discussion Of FY 21/22 Fire Truck Purchase

Documents:

[7 K3 TM FIRE TRUCK PURCHASE SUMMARY.PDF](#)

4. Request For Closed Session

to discuss and preserve attorney/client privilege in accordance with GS 143-318.11(a)  
(3)

Documents:

[7 K4 TM REQ FOR CS SUMMARY.PDF](#)

**L. BOARD OF COMMISSIONERS AGENDA**

1. Comr. Renée Cahoon

- Discussion of request that NCDOT perform traffic study at US 158 and Grey Eagle Street

Documents:

[7 L1 RCAHOON REQUEST NCDOT SUMMARY.PDF](#)

2. Mayor Pro Tem Siers

- Discussion of large home safety concerns

Documents:

[7 L2 SIERS DISC LARGE HOME SAFETY SUMMARY.PDF](#)

**M. MAYOR'S AGENDA**

1. Future Town Envision

Documents:

[7 M1 MAYOR ENVISION THE TOWN SUMMARY.PDF](#)

**N. OTHER BUSINESS**

**O. ADJOURNMENT**

**P. FULL AGENDA In .PDF Format With Bookmarks**