



# TOWN OF NAGS HEAD

## AGENDA

TOWN OF NAGS HEAD BOARD OF COMMISSIONERS  
NAGS HEAD MUNICIPAL COMPLEX - BOARD ROOM

**WEDNESDAY, AUGUST 5, 2020; 9:00 A.M.**

REGULAR SESSION

(PLEASE NOTE: In accordance with State and County Regulations - Face Coverings must be worn in indoor and outdoor public spaces where social distancing cannot be maintained)

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

**B. ADOPTION OF AGENDA**

**C. RECOGNITION**

1. RECOGNITION

INTRODUCTION of 2020 Season Lifeguards (Video) - Fire Chief Randy Wells/Ocean Rescue Dir Chad Motz

5 YEARS – Public Works - Fleet Mechanic Jason Brickhouse – May 18, 2015

5 YEARS – Public Works - Facilities Maint Technician Russell Canter – Jun 15, 2015

5 YEARS - Public Safety - Police Officer Michael Alvarez - July 21, 2015

10 YEARS - Public Works - Sanitation Equipment Operator Anthony Beasley - July 19, 2010

Documents:

[8 C RECOGNITION SUMMARY.PDF](#)

**D. PUBLIC COMMENT**

**E. CONSENT AGENDA**

1. Consideration Of Budget Adjustment #2 To FY 20/21 Budget

Documents:

[8 E1 BUDGET ADJ TO FY 20-21 SUMMARY.PDF](#)

[8 E1 BUDGET ADJ TO FY 20-21 WORKSHEETS.PDF](#)

2. Consideration Of Tax Documents

- FY 19/20 Year End Tax Adjustment Report

- FY 19/20 Year End Tax Settlement Report

- FY 20/21 Charge to Tax Collector to prepare new year taxes

Documents:

[8 E2 TAX ADJUST REPORT SUMMARY.PDF](#)  
[8 E2 TAX ADJ MSD REPORT YEAR-END.PDF](#)  
[8 E2 TAX ADJ TOWN-WIDE REPORT YEAR-END.PDF](#)  
[8 E2 TAX SETTLEMENT REPORT.PDF](#)  
[8 E2 ORDER TO TAX COLLECTOR.PDF](#)

3. Approval Of Minutes

Documents:

[8 E3 MINUTES SUMMARY.PDF](#)  
[8 E3 JUN 11 2020 BOC MTG MINS.PDF](#)  
[8 E3 JUL 1 2020 BOC MTG MINS.PDF](#)

4. Approval Of Revision

2020 of NC Statewide Emergency Management Mutual Aid and Assistance Agreement (Revision 2017 was approved at the July Board meeting)

Documents:

[8 E4 STATE EMER MGMT MUTUAL AID ASSIS SUMMARY.PDF](#)  
[8 E4 STATE EMER MGMT MUTUAL AID ASSIS VER 2020.PDF](#)

5. Approval Of Revised Contract

with Dare County under the Federal CARES Act (this revised contract supersedes initial version approved at the July Board meeting)

Documents:

[8 E5 REIMB DC CARES AGREEMENT SUMMARY.PDF](#)  
[8 E5 REIMB DC CARES AGREEMENT.PDF](#)  
[8 E5 REIMB DC CARES - FAQ.PDF](#)  
[8 E5 REIMB DC CARES - HB 1023.PDF](#)

6. Consideration Of Amendment

to Traffic Control Map to lower speed limit on Nags Head/Manteo Causeway in response to NCDOT removal of pedestrian facilities at Little Bridge

Documents:

[8 E6 TCM FOR 45 MPH ON CAUSEWAY SUMMARY.PDF](#)  
[8 E6 TCM LITTLE BRIDGE NCDOT CORRESPONDENCE.PDF](#)  
[8 E6 TCM FOR 45 MPH ON CAUSEWAY MAP.PDF](#)  
[8 E6 TCM FOR 45 MPH ON CAUSEWAY ORD.PDF](#)

7. Consideration Of Extension

of existing MOA with Town of Cary for emergency relocation of government during a State of Emergency

Documents:

[8 E7 MOA CARY AND TNH EMER OPS SUMMARY.PDF](#)  
[8 E7 MOA CARY AND TNH EMER OPS AGREEMENT.PDF](#)

8. Consideration Of Drainage Easement Agreement With Gandt Development, LLC At 101

E. Dove St.

Documents:

[8 E8 GANDT DRAIN EASEMENT DOVE ST SUMMARY.PDF](#)  
[8 E8 GANDT DRAIN EASEMENT DOVE ST AGREEMENT.PDF](#)

9. Consideration Of Agreement With Outer Banks Professional Services

Documents:

[8 E9 OB PROFESSIONAL SVCS CONTRACT SUMMARY.PDF](#)  
[8 E9 OB PROFESSIONAL SVCS CONTRACT.PDF](#)

10. Request For Public Hearing

to consider numerous minor text amendments to the Unified Development Ordinance for clarification and to correct errors

Documents:

[8 E10 RPH UDO AMEND HOUSEKEEPING SUMMARY.PDF](#)

11. Request For Public Hearing

Documents:

[8 E11 RPH UDO AMEND FURNITURE STORE SUMMARY.PDF](#)

**F. PUBLIC HEARINGS**

1. PUBLIC HEARING

to consider a revised preliminary plat for a major subdivision known as Coastal Villas, for an approximately 11.17 acre property, zoned R-2, Medium Density Residential, owned by Nags Head Construction (Applicant), located on the west side of US 158, approximately 300 feet south of the intersection of W. Soundside Road and US 158 (Parcel # 006749004; PIN # 989108886987 and Parcel # 006749039; PIN # 989108893398); the revised Preliminary Plat proposes to create 17 building lots, along with an associated street and other required improvements, and requires a public hearing due to requested waivers

Documents:

[8 F1 PH COASTAL VILLAS SUMMARY.PDF](#)  
[8 F1 PH COASTAL VILLAS PN.PDF](#)  
[8 F1 PH COASTAL VILLAS STAFF REPORT.PDF](#)

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

1. Update From Planning Director

Documents:

[8 G1 PLNG DIRECTOR UPDATE SUMMARY.PDF](#)  
[8 G1 PLANNING DIR REPORT.PDF](#)

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

1. From July 1st Board Meeting - Discussion Of Dowdy Park Part-Time Position

Documents:

[8 H1 DOWDY PARK PT-TIME POS SUMMARY.PDF](#)

2. From July 1st Board Meeting  
Consideration of Charge for and Appointments to the Reuse and Recycle Task Force

Documents:

[8 H2 REUSE RECYCLE TASK FORCE SUMMARY.PDF](#)  
[8 H2 REUSE RECYCLE TASK FORCE MEMO.PDF](#)  
[8 H2 REUSE RECYCLE TASK FORCE CANDIDATE CHART.PDF](#)

## **I. NEW BUSINESS**

1. Committee Reports

Documents:

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

2. Consideration Of Human Resources Manager Job Description

Documents:

[8 I2 HR MGR JOB DESCRIPTION SUMMARY.PDF](#)  
[8 I2 HR MGR JOB DESCRIPTION.PDF](#)

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

1. Request For Closed Session  
to discuss pending case of Blackburn v Dare County, Town of Nags Head, et al to  
preserve attorney/client privilege in accordance with GS 143-318.11(a)(3)

Documents:

[8 J1 TN ATT RCS SUMMARY.PDF](#)

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

1. Presentation By Dominion Energy  
re: installation of electric transmission line on US 158  
**Time Specific - 10:00 a.m.**

Documents:

[8 K1 TM DOMINION ENERGY PRES SUMMARY.PDF](#)

2. Project Update - West Side US 158 Multi-Use Path Construction

Documents:

[8 K2 TM W SIDE 158 MUP UPDATE SUMMARY.PDF](#)

3. Discussion Of Town Organizational Assessment/Recommendations

Documents:

[8 K3 TM ORG ASSESSMENT SUMMARY.PDF](#)  
[8 K3 TM ORG ASSESSMENT MEMO.PDF](#)  
[8 K3 TM APPENDICES - TOWN ORG CHARTS.PDF](#)

**L. BOARD OF COMMISSIONERS AGENDA**

**M. MAYOR'S AGENDA**

1. Future Town Envision

Documents:

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

2. Discussion Of September 2020 Board Retreat

Documents:

[8 M2 MAYOR BOC RETREAT SUMMARY.PDF](#)  
[8 M2 MAYOR BOC RETREAT FACILITATOR PROPOSAL.PDF](#)

3. Discussion Of Town Manager Search Firm Selection

Documents:

[8 M3 MAYOR TOWN MGR SEARCH SUMMARY.PDF](#)

**N. OTHER BUSINESS**

**O. ADJOURNMENT**

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

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