



**BOC ACTIONS
WEDNESDAY, MAY 7, 2025**

1. Call to order - Mayor Cahoon called the meeting to order at 9:00 a.m. A moment of silence was followed by the Pledge of Allegiance.
2. Agenda – The Board approved the May 7th agenda as presented.
3. Recognition – New Employee – Deputy Town Clerk Katie Anzalone was welcomed by the Board to Town employment.

Presentation – Lt. Steven Anderson was congratulated by the Board for his completion of the Administrative Officers Management Program (AOMP).

Proclamation – National Police Officer’s Week – The Board adopted the Proclamation declaring May 11 – 17, 2025 National Police Officer’s Week as presented.

Proclamation – National Public Works Week – The Board adopted the Proclamation declaring May 18 – 24, 2025 National Public Works Week as presented.

4. Mayor Cahoon recognized former mayor Bob Muller in the audience.
5. Public Comment

Public Comment – Barry Brockway, Nags Head homeowner, thanked the Board for the Dune Management Cost Share Program and requested that the Board review the current ordinances regarding items left on dunes overnight, solar lighting on the dunes and how beach nourishment may have affected the relevance of these ordinances. He provided the Board with a photograph to describe his concerns.

6. Consent Agenda – The Consent Agenda was approved as presented and consisted of the following:
 - Consideration of Budget Amendment #13 to FY 24/25 Budget
 - Consideration of Tax Adjustment Report
 - Approval of Minutes
 - Consideration of Fourth Amendment to New Cingular Wireless (AT&T) Lease Agreement for Space on South Nags Head Water Tank.
 - Request Approval of McKim & Creed and Moffatt & Nichol Proposals to Conduct Annual Beach Monitoring Surveys and Analysis and associated Capital Project Ordinance Amendment.
 - Request for Public Hearing to Consider Citizen Comments on the Town Manager’s Proposed Operating Budget for July 1, 2025 – June 30, 2026, Proposed CIP Requests for FY 25/26 through FY 29/30, and Updated Consolidated Fee Schedule
 - Request for Public Hearing for a Zoning Map Amendment for a Portion of the Nags Head Municipal Complex Property (5401 S Croatan Highway - Parcel #026404000) from R-3 (High-Density Residential) to SPD-C (Village) Institutional
 - Request for Public Hearing for a Zoning Text Amendment to the UDO - Section 9.36, Table of Uses

and Activities for the SPD-C District, to Modify the List of Accessory Uses in Conjunction with the "Municipal Building" use within the Village Institutional Zoning Classification

7. Planning Director – Planning Director Kelly Wyatt summarized her monthly report and was thanked by the Board for her efforts.
8. Planning Director – Planning Director Kelly Wyatt gave the Board a presentation that reviewed a draft scope and framework for implementing the \$500,000 zero-interest loan awarded by the Division of Water Infrastructure.
9. Planning Director – Deputy Planning Director Joe Costello provided an update to the Board on house elevations/acquisitions through the Hazard Mitigation Grant Program and the Board unanimously approved opting into the state-centric Hazard Mitigation Grant Program administration agreement for acquisitions.
10. Committee Reports
 - Comr. Sanders – Reminded everyone of the Jockey's Ridge State Park 50th Anniversary Celebration, which will take place June 5th-8th at the park and is free to the public. Visit www.jockeysridge50.com for more information.
 - Mayor Cahoon – Noted that the Jennette's Pier Advisory Committee has not met but will be meeting soon.
 - Mayor Pro Tem Siers – The Dare Housing Task Force (Plans Subcommittee) has met multiple times. They are continuing to work on locating properties and builders who may be willing to mass build at a lower cost structure while possibly receiving funding from the State. The Dare County Tourism Board is currently working on their budget.
 - Comr. Lambert – Noted that Government Access Channel has not met but will meet soon, and acknowledged the report given by Planning Director Wyatt regarding the Septic Health Advisory Committee.
11. Appointments/Reappointments to Town Boards/Committees - The Board reappointed both Judy Burnette and Tina Adderholt to the BOA. The Board requested the Arts and Culture Committee appointment be brought back to the June 11th meeting for consideration.
12. Town Manager Garman - Dep Town Manager/Finance Officer Amy Miller distributed the Manager's Recommended Budget to Board members. Town Manager Garman provided a few highlights to include:
 - Revenue neutral tax rate 20.84 cents per \$100 of assessed value
 - Recommended tax rate 22.00 cents per \$100 of assessed value – Key reasons for difference:
 - o Decline in shared revenues
 - o Inflationary trends that impact our ability to replace equipment and maintain infrastructure
 - o Significant increase in health insurance costs due to NCLM dissolving the Health Benefits Trust forcing us to seek a new provider and higher claims from the past year
 - Moving servers to cloud based on IT recommendations
 - Next Beach Nourishment Project - will be bid in the fall to determine if nourishing in the summer of 2026 or 2027 will be most cost efficient
 - Joint Fitness Center/Workforce Housing as first phase of Campus Master Plan

- Continuing with pedestrian projects and beach access improvements
 - New residential sanitation truck and knuckle boom truck for bulk items
 - Pay & Class Study
 - COLA scheduled at 3%; Continue with employee within-grade increases, career progression programs, and implementation of performance-based merit
 - Continuing with employee 401K contributions at 5% with no match requirement
 - Health insurance coverage to remain at 100% for employees and 80% for dependents
 - Grant applications and grant project completion to continue
 - Septic Health - pump out credit of \$250 once every three years
 - 5% water rate increase
 - Implementation of DWI 0% interest loan for septic repair/replacement
 - Chlorine conversion from gas to liquid; 8th and Gull St. plants
- 13.** Town Manager Garman – The Board unanimously approved the No- Cost lease with Dare County for the use of 105 W. Seachase Dr.
- 14.** Mayor Pro Tem Siers – Requested Attorney Leidy review the property issue that was brought to our attention during public comment and report back.
- 15.** Mayor Cahoon – The Board unanimously approved the Resolution Recognizing the Significance of Jockey’s Ridge State Park and Honoring Its 50th Anniversary Celebration.
- 16.** Mayor Cahoon – Mayor Cahoon updated the Board on the legislative correspondence re: Opposition to HB 765 and similar legislation to strip municipalities of planning and zoning authority. He noted that local mayors have a virtual meeting scheduled with HB765 sponsors on Monday, May 12th and an in-person meeting scheduled with Senators Alexander and Ford on Thursday, May 29th.
- 17.** Mayor Cahoon – Mayor Cahoon noted that he will be attending the NCBIWA conference on May 8th where Cape Hatteras National Seashore Superintendent, Dave Hallac, will be presenting on Threatened Oceanfront Structures and Town Engineer, David Ryan, will be presenting on Implementing Dune Infiltration Systems.
- 18.** Mayor Cahoon – Mayor Cahoon noted that he will be meeting with local folks opposed to offshore oil-drilling and then will be meeting with Congressman Greg Murphy to express the town’s views.
- 19.** Closed Session – The Board entered Closed Session to confer re: a matter of attorney/client privilege and to preserve that privilege regarding 309 W Soundside Rd BOA Appeal, Cherry Inc. litigation, and other matters protected by attorney/client privilege pursuant to GS 143-318.11(a)(3) and to consider applications for the Nags Head Lightkeeper and Nags Header Awards pursuant to GS 143-318.11(a)(2). The time was 10:35 a.m.
- 20.** Open Session - The Board re-entered Open Session at 11:12 a.m. The Board took action regarding the Nags Head Lightkeeper and Nags Header Awards.
- 21.** Adjournment - The Board recessed to a FY 25/26 Budget Workshop on Wednesday, May 21, 2025 at 9:00 a.m. The time was 11:12 a.m.