



# TOWN OF NAGS HEAD

## AGENDA

TOWN OF NAGS HEAD BOARD OF COMMISSIONERS  
NAGS HEAD MUNICIPAL COMPLEX - BOARD ROOM  
WEDNESDAY, MAY 4, 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

NEW EMPLOYEE - Facilities Maintenance Technician Kevin Ford – April 1, 2022

NEW EMPLOYEE - Payroll Specialist Fay Sims - April 11, 2022

NEW EMPLOYEE - Facilities Maintenance Technician Corvaunti Gibbs - April 25, 2022

FIVE YEARS - Firefighter/EMT Ben Williams - April 3, 2017

FIFTEEN YEARS - Facilities Maintenance Technician Chad Forrester - April 9, 2007

ADVANCED LAW ENFORCEMENT CERTIFICATE – Detective Mike Alvarez

PROCLAMATION - Police Officer's Week - May 11 - 17, 2022

Documents:

[5 C RECOGNITION SUMMARY.PDF](#)

[5 C RECOGNITION POLICE WEEK PROC.PDF](#)

**D. PUBLIC COMMENT**

**E. CONSENT AGENDA**

1. Consideration Of Budget Amendment #12 To FY 21/22 Budget

Documents:

[5 E1 BUDGET AMEND TO FY 21-22 SUMMARY.PDF](#)

[5 E1 BUD AMEND WORKSHEETS.PDF](#)

2. Consideration Of Tax Adjustment Report

Documents:

[5 E2 TAX ADJUST REPORT SUMMARY.PDF](#)

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

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

3. Approval Of Minutes

Documents:

[5 E3 MINUTES SUMMARY.PDF](#)  
[5 E3 MINUTES APR 6 2022 BOC MINS.PDF](#)  
[5 E3 MINUTES APR 6 2022 BOC BW MINS.PDF](#)

4. Consideration Of Vehicle Use Policy

Documents:

[5 E4 VEHICLE USE POLICY SUMMARY.PDF](#)  
[5 E4 VEHICLE USE POLICY.PDF](#)

5. Consideration Of SCADA Redundancy Proposal

Documents:

[5 E5 SCADA SYSTEM REDUNDANCY SUMMARY.PDF](#)  
[5 E5 SCADA SYSTEM UPGRADE PROPOSAL.PDF](#)

6. Request For Public Hearing

to consider citizen comment on the Town Manager's proposed operating budget for July 1, 2022 – June 30, 2023, proposed CIP requests for FY 22/23 through FY 26/27, and updated Consolidated Fee Schedule

Documents:

[5 E6 RPH CITIZEN COMMENT ON PROPOSED BUDGET SUMMARY.PDF](#)

7. Request For Public Hearing

to consider a text amendment to the Unified Development Ordinance submitted by George E. Goodrich to vary/increase the maximum allowable gross floor area permitted within individual dwelling units within a conforming Cottage Court

Documents:

[5 E7 RPH GOODRICH TEXT AMEND SUMMARY.PDF](#)

**F. PUBLIC HEARINGS**

1. Public Hearing To Consider Adoption Of System Development Fee

Documents:

[5 F1 PH SYS DEV FEE SUMMARY.PDF](#)  
[5 F1 PH SYS DEV FEE MEMO.PDF](#)  
[5 F1 PH SYS DEV FEE ORD.PDF](#)  
[5 F1 PH SYS DEV FEE CFS PAGE.PDF](#)  
[5 F1 PH SYS DEV FEE PN.PDF](#)  
[5 F1 PH SYS DEV FEE REPORT FINAL.PDF](#)

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

1. Update From Planning Director

Documents:

5 G1 PLANNING DIR REPORT SUMMARY.PDF  
5 G1 PLANNING DIR REPORT.PDF

2. Consideration Of Adoption Of The Decentralized Wastewater Management Plan

Documents:

5 G3 DECENTRAL WW MGMT PLAN SUMMARY.PDF  
5 G3 DWMP ADOPTION DOC.PDF

**H. NEW BUSINESS**

1. Committee Reports

Documents:

5 H1 COMMITTEE REPORTS SUMMARY.PDF

2. Consideration Of Town Board/Committee Appointments

Documents:

5 H2 BOARD-COMM APPOINTMENTS SUMMARY.PDF  
5 H2 BD-COMM BOA CURRENT.PDF  
5 H2 BD-COMM BOA CANDIDATES.PDF  
5 H2 BD-COMM FIREMENS RELIEF CURRENT.PDF

3. Consideration Of Request From Community Care Clinic - Time Specific 10 A.m.

Documents:

5 H3 CCC REQUEST SUMMARY.PDF  
5 H3 CCC LETTER OF REQUEST.PDF  
5 H3 CCC LEASE REQUIREMENTS.PDF  
5 H3 CCC LEASE AGREEMENT.PDF  
5 H3 CCC LEASE EXT.PDF

4. Consideration Of Request From Dominion Energy - Time Specific 10:30 AM

Documents:

5 H4 ROW DOMINION SUMMARY.PDF  
5 H4 ROW DOMINION EASEMENT.PDF

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

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

1. Request To Approve

- Old Nags Head Cove and Nags Head Acres sidewalk projects
- Consideration of Budget Amendment

Documents:

5 J1 TM SIDEWALK PROJECTS SUMMARY.PDF  
5 J1 TM SIDEWALK PROJECTS MAP.PDF  
5 J1 TM SIDEWALK PROJECTS BID TAB.PDF  
5 J1 NH COVE-NH ACRES SIDEWALK BUD WORKSHEET.PDF

2. Soundside Road Traffic Update
  - Consideration of Budget Amendment

Documents:

5 J2 TM SOUNDSIDE ROAD SUMMARY.PDF  
5 J2 SOUNDSIDE ROAD BUD WORKSHEET.PDF

3. Consideration Of Adoption Of Updated Traffic Control Map

Documents:

5 J3 TM TCM ADOPTION SUMMARY.PDF  
5 J3 TM TCM POLICE MEMO.PDF  
5 J3 TM TCM ADOPTION ORD.PDF  
5 J3 TM TCM DRAFT MAP.PDF

4. Consideration Of Request
  - to revise Planning and Development Dept. Organizational Chart and Grade List

Documents:

5 J4 PLANNING ORGANIZATION SUMMARY.PDF  
5 J4 PLANNING GRADE LIST UPDATE.PDF  
5 J4 PLANNING ORG CHART.PDF

5. Presentation Of Town Manager's Recommended Budget

Documents:

5 J5 TM PRES OF RECOMM BUDGET SUMMARY.PDF

6. Request For Closed Session
  - pursuant to GS 143-318.11(a)(3), to consult with the Town Attorney re: matters protected by attorney/client privilege and to preserve that privilege re: the Cherry, Inc oceanfront house located at 10211 E Sea Gull Drive

Documents:

5 J6 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**