



# TOWN OF NAGS HEAD

## AGENDA

TOWN OF NAGS HEAD BOARD OF COMMISSIONERS  
NAGS HEAD MUNICIPAL COMPLEX - BOARD ROOM  
*WEDNESDAY, APRIL 6, 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 - Public Services Brush Yard - David Pickens - March 19, 2022

NEW EMPLOYEE - Sanitation Equipment Operator Logan Cuthrell - March 7, 2022

FIVE YEARS - Firefighter/EMT Scott Hooper - April 3, 2017

FIFTEEN YEARS - Police Sergeant Chase Tadlock - December 18, 2006

TWENTY-FIVE YEARS - Fleet Maintenance Superintendent Charlie Bliven - March 24, 1997

PROCLAMATION - Child Abuse Prevention Month

PROCLAMATION - Fair Housing Month

Documents:

[4 C RECOGNITION SUMMARY.PDF](#)

[4 C CHILD ABUSE PREV MONTH PROC EMAIL.PDF](#)

[4 C CHILD ABUSE PREV MONTH PROC.PDF](#)

[4 C FAIR HOUSING MONTH PROC.PDF](#)

**D. PUBLIC COMMENT**

**E. CONSENT AGENDA**

1. Consideration Of Tax Adjustment Report

Documents:

[4 E1 TAX ADJUST REPORT SUMMARY.PDF](#)

[4 E1 TAX ADJ MSD REPORT.PDF](#)

[4 E1 TAX ADJ TOWN-WIDE REPORT.PDF](#)

2. Approval Of Minutes

Documents:

[4 E2 MINUTES SUMMARY.PDF](#)

[4 E2 MINUTES MAR 2 2022 BOC MINS.PDF](#)

[4 E2 MINUTES MAR 23 2022 BOC SPEC MTG MINS.PDF](#)

3. Consideration Of Adoption Of  
updated State Records Retention Schedule for the following records: Local General Standards (Administrative, HR, Budget, etc.) and Local Program Standards (Police, Fire, Planning, etc.)

Documents:

4 E3 LOCAL RECORDS RETENTION STDS SUMMARY.PDF  
4 E3 LOCAL GENERAL STDS - ADMIN ETC RECORDS SCHED.PDF  
4 E3 LOCAL PROGRAM STDS - PLANNING ETC RECORDS SCHED.PDF  
4 E3 2021 RECORDS RETENTION SCHEDULE RES.PDF

4. Consideration Of Multi-Year DebtBook Contract

Documents:

4 E4 DEBTBOOK CONTRACT SUMMARY.PDF  
4 E4 DEBTBOOK MULTI-YEAR CONTRACT.PDF

5. Request For Public Hearing To Consider Adoption Of System Development Fee Analysis

Documents:

4 E5 RPH SYS DEV FEE SUMMARY.PDF  
4 E5 RPH SYS DEV FEE MEMO.PDF

## **F. PUBLIC HEARINGS**

1. Public Hearing To Consider  
rezoning the property located at 2110 S Pond Avenue (Nags Head Water Plant) from SED-80, Special Environmental District, to C-3, Commercial Services in advance of the design process for the Public Services Master Plan

Documents:

4 F1 PH POND AVE REZONE SUMMARY.PDF  
4 F1 PH POND AVE REZONE PN.PDF  
4 F1 PH POND AVE REZONE MEMO.PDF

2. Public Hearing To Consider  
the permanent closing of a portion of Eighth Street as follows: The approximate 300' portion of Eighth Street located between Pond Avenue and Fresh Pond in the Fresh Pond Beaches Subdivision - adjacent to Lots 1 - 6 in the Town of Nags Head - Resolution of Intent adopted at the March 2, 2022 Board of Commissioners meeting

Documents:

4 F2 PH CLOSURE OF EIGHTH ST SUMMARY.PDF  
4 F2 PH EIGHTH ST INTENT TO CLOSE PN.PDF  
4 F2 PH EIGHTH ST PERM CLOSE STREET MAP.PDF  
4 F2 PH EIGHTH ST INTENT TO CLOSE RES.PDF  
4 F2 PH EIGHTH ST PERM CLOSE RES.PDF  
4 F2 PH CLOSE STREET STATUTE 160A-299.PDF

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

1. Update From Planning Director

Documents:

[4 G1 PLANNING DIR REPORT SUMMARY.PDF](#)  
[4 G1 PLANNING DIRECTOR REPORT.PDF](#)

2. Update On Whalebone Park And Discussion Of PARTF Grant Application

Documents:

[4 G2 WHALEBONE PARK SUMMARY.PDF](#)  
[4 G2 WHALEBONE PARK MEMO.PDF](#)

3. Discussion Of Decentralized Wastewater Management Plan

Documents:

[4 G3 DECEN WW MGMT PLAN SUMMARY.PDF](#)

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

1. From March 23rd Board Meeting

- Consideration of modification to Town Code Chapter 46 Vehicles For Hire re: taxicab rate increase

Documents:

[4 H1 TAXICAB RATE INCREASE SUMMARY.PDF](#)  
[4 H1 POLICE TAXI RATE MEMO.PDF](#)  
[4 H1 TAXICAB RATE INCREASE REQUEST LETTER.PDF](#)

**I. NEW BUSINESS**

1. Committee Reports

Documents:

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

2. Approval Of Multi-Decadal Master Plan Task Order For Year 3/4 With Moffat And Nichol

- Consideration of associated Budget Amendment
- Consideration of Capital Project Ordinance Amendment #3

Documents:

[4 I2 NH MULTI DECADEL SUMMARY.PDF](#)  
[4 I2 NH MULTI-DECADAL TASKS.PDF](#)  
[4 I2 MULTI DECADEL BN CAP PROJ ORD AMEND 3.PDF](#)  
[4 I2 NH MULTI-DECADAL BUD AMEND.PDF](#)

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

1. 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 case of Town v 205 Baltic, LLC and the Cherry, Inc. oceanfront house located at 10211 E Sea Gull Drive

Documents:

[4 J1 TA RCS SUMMARY.PDF](#)

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

1. Project Updates
  - Traffic Control Map progress
  - Meeting with NC DOT

Documents:

[4 K1 TM PROJECT UPDATES SUMMARY.PDF](#)

2. Approval Of Beach Nourishment Task Order/Contract With McAdams To Provide ARPA Grant Assistance
  - Consideration of associated Budget Amendment

Documents:

[4 K2 MCADAMS GRANT ASSIS SUMMARY.PDF](#)  
[4 K2 MCADAMS GRANT ADMIN PROPOSAL.PDF](#)  
[4 K2 BN TASK MCADAMS BUDGET AMEND.PDF](#)  
[4 K2 MCADAMS STATE LOAN REQ ARPA FUNDS RES.PDF](#)

## **L. BOARD OF COMMISSIONERS AGENDA**

1. Comr. Renée Cahoon - Consideration Of Nomination To Coastal Resources Advisory Council (CRAC)

Documents:

[4 L1 CRAC NOMINATIONS SUMMARY.PDF](#)  
[4 L1 CRAC NOMINATIONS LTR.PDF](#)  
[4 L1 CRAC NOMINATIONS LEGIS.PDF](#)

## **M. MAYOR'S AGENDA**

1. Consideration Of Resolution In Support Of A Wright Brothers Tribute Museum And Observatory

Documents:

[4 M1 MAYOR WRIGHT BROS SUMMARY.PDF](#)  
[4 M1 MAYOR WRIGHT BROS RES.PDF](#)

2. Consideration Of Resolution In Support Of The Mid-Currituck Bridge Project

Documents:

[4 M2 MAYOR MID-CURR BRIDGE SUMMARY.PDF](#)  
[4 M2 MAYOR SUPPORT MID-CURRITUCK BRIDGE RES.PDF](#)

## **N. OTHER BUSINESS**

## **O. ADJOURNMENT**

1. ADJOURNMENT - Recess To Budget/CIP Workshop