



AGENDA

TOWN OF NAGS HEAD BOARD OF COMMISSIONERS
NAGS HEAD MUNICIPAL COMPLEX - BOARD ROOM
WEDNESDAY, January 3, 2024 9:00 A.M.

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

B. ADOPTION OF AGENDA

C. RECOGNITION

1. Recognition

NEW EMPLOYEE – Administrative Services – Water Billing Specialist Shannon Beatty – Dec 6, 2023

RECOGNITION OF FORMER COMR. RENÉE CAHOON

Documents:

[1 C RECOGNITION SUMMARY.PDF](#)

D. PUBLIC COMMENT

E. CONSENT AGENDA

1. Consideration Of Budget Amendment #7 To FY 23/24 Budget

Documents:

[1 E1 BUDGET AMEND TO FY 23-24 SUMMARY.PDF](#)
[1 E1 BUDGET AMEND WORKSHEETS.PDF](#)

2. Consideration Of Tax Adjustment Report

Documents:

[1 E2 TAX ADJ REPORT SUMMARY.PDF](#)
[1 E2 TAX ADJ TOWN-WIDE REPORT.PDF](#)
[1 E2 TAX ADJ MSD REPORT.PDF](#)

3. Approval Of Minutes

Documents:

[1 E3 MINUTES SUMMARY.PDF](#)
[1 E3 MINUTES DEC 6 2023 BOC MINS.PDF](#)

4. Consideration Of Resolution

to accept the American Rescue Plan Act (ARPA) grant offer for the Stormwater Master Plan Update Project

Documents:

- 1 E4 ARP ACCEPT STORMWATER FUNDS SUMMARY.PDF
- 1 E4 ARP ACCEPT STORMWATER FUNDS RES.PDF
- 1 E4 ARP ACCEPT STORMWATER SCOPE APPROVAL PKG.PDF

5. Consideration Of Modification To Pay Plan

Documents:

- 1 E5 PAY PLAN MODIFICATION SUMMARY.PDF
- 1 E5 FLEET CAREER PROGRESSION.PDF
- 1 E5 PROPOSED PUBLIC SERVICES ORG CHART - 2024.PDF
- 1 E5 PROPOSED PAY SCALE 1.3.24.PDF

6. Consideration Of Annual Audit Contract

Documents:

- 1 E6 AUDIT CONTRACT SUMMARY.PDF
- 1 E6 AUDIT CONTRACT.PDF

7. Request For Public Hearing To Consider Special Use/Site Plan

review submitted by Quible & Associates, P.C. and Beacon Architecture and Design PLLC, for the construction
of a Trade Center. The property is zoned C-3, Commercial Services and is located on Lot 2a of the Charles L. Sineath
Subdivision (PIN# 989317113533), vacant lot directly behind TW's Bait and Tackle

Documents:

- 1 E7 RPH TRADE CENTER SUMMARY.PDF

8. Request For Public Hearing To Consider Various

text amendments to the Unified Development Ordinance (UDO) as it relates to multi-family development

Documents:

- 1 E8 RPH MULTI-FAMILY SUMMARY.PDF

F. PUBLIC HEARINGS

1. Public Hearing To Consider Text Amendments

to the Unified Development Ordinance as it pertains to including the use of
“Restaurant, Drive Through” as a
permissible use within Commercial Mixed-Use Developments, as well as amending
the supplemental regulations
associated with this use (Public Hearing held Dec 6, 2023)

Documents:

1 F1 PH DRIVE THROUGH SUMMARY.PDF
1 F1 PH NOTICE PN.PDF
1 F1 PH DRIVE THROUGH MEMO.PDF
1 F1 PH DRIVE THROUGH APPENDIX A.PDF

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

1. Update From Planning Director

Documents:

1 G1 PLANNING DIRECTOR SUMMARY.PDF
1 G1 PLANNING DIRECTORS REPORT.PDF

H. NEW BUSINESS

1. Presentation From Town Auditors- Via Zoom Platform
Time Specific 10:30 a.m.

Documents:

1 H1 AUDIT REPORT SUMMARY.PDF
1 H1 AUDIT REPORT.PDF

2. Presentation Of Emergency Operations Plan
Time Specific 11:00 a.m.

Documents:

1 H2 EOP PRESENTATION SUMMARY.PDF
1 H2 EOP FINAL DOCUMENT.PDF

3. Committee Reports

Documents:

1 H3 COMMITTEE REPORTS SUMMARY.PDF

4. Consideration Of Appointment/Reappointment
to Boards/Committees

- Government Education Access Channel Committee
- Septic Health Advisory Committee
- Board of Adjustment (B Gentry)
- Board of Adjustment Alternate
- Firemen's Relief Fund Board (A Farmer)
- Annual appointment of BOA Chair and Vice-Chair

Documents:

1 H4 BOARDS-COMMITTEES SUMMARY.PDF
1 H4 ROSTER CURRENT FIREMEN RELIEF FUND.PDF
1 H4 ROSTER-SEPTIC HEALTH ADVISORY.PDF
1 H4 ROSTER CURRENT - BOA.PDF

[1 H4 ROSTER CANDIDATES - BOA.PDF](#)

I. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN ATTORNEY

J. ITEMS REFERRED TO AND PRESENTATIONS FROM TOWN MANAGER

1. Update On Public Services Facility

Documents:

[1 J1 TM PUBLIC SVCS FAC UPDATE SUMMARY.PDF](#)

K. BOARD OF COMMISSIONERS AGENDA

L. MAYOR'S AGENDA

M. CLOSED SESSIONS

N. OTHER BUSINESS

O. ADJOURNMENT

**5401 S. Croatan Hwy, Nags Head, NC 27959
252-441-5508**