



## AGENDA

**TOWN OF NAGS HEAD BOARD OF COMMISSIONERS  
NAGS HEAD MUNICIPAL COMPLEX - BOARD ROOM  
WEDNESDAY, JUNE 5, 2024, 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

INTRODUCTION OF LIFEGUARDS

NEW EMPLOYEE - Public Services - Sanitation Equipment Operator Kevin Goudy -  
April 9, 2024

NEW EMPLOYEE - Planning and Development - Planner Greg Daisey - May 8, 2024

TWENTY YEARS - Permitting Coordinator Lily Nieberding - April 19, 2004

TWENTY YEARS - Police Systems Administrator Dee Johnson - May 10, 2004

PRESENTATION - NC Tax Collectors' Association - Outstanding Tax Collector of  
2024 Linda Bittner

PRESENTATION - 2024 Town Lightkeeper and Nags Header Awards

Documents:

[6 C RECOGNITION SUMMARY.PDF](#)

**D. PUBLIC COMMENT**

**E. CONSENT AGENDA**

1. Consideration Of Budget Amendment #12 To FY 23/24 Budget

Documents:

[6 E1 BUD AMEND TO FY 23-24 SUMMARY.PDF](#)

[6 E1 BUD AMEND TO FY 23-24 WORKSHEETS.PDF](#)

2. Consideration Of Tax Adjustment Report

Documents:

[6 E2 TAX ADJ REPORT SUMMARY.PDF](#)

[6 E2 TAX ADJUST MSD REPORT.PDF](#)

[6 E2 TAX ADJUST TOWN-WIDE REPORT.PDF](#)

3. Approval Of Minutes

Documents:

[6 E3 MINUTES SUMMARY.PDF](#)  
[6 E3 MAY 1 2024 BOC MINS.PDF](#)  
[6 E3 MAY 21 2024 BOC MINS.PDF](#)  
[6 E3 MAY 21 2024 BOC BUD WORKSHOP MINS.PDF](#)

4. Annual Write-Off Of Uncollectible Water Accounts

Documents:

[6 E4 WATER WRITE OFFS SUMMARY.PDF](#)

5. Request Approval Of Moffat & Nichol And McKim & Creed Proposals  
to conduct annual beach monitoring survey & analysis

Documents:

[6 E5 ANNUAL BEACH PROFILES-SUMMARY.PDF](#)  
[6 E5 ANNUAL BEACH PROFILES-MONITORING.PDF](#)  
[6 E5 ANNUAL BEACH PROFILES-SUMMER 2024.PDF](#)

6. Consideration Of Personnel Policy Update

Documents:

[6 E6 PER POL RELATIVES COVERAGE SUMMARY.PDF](#)  
[6 E6 PER POL RELATIVES REVISION.PDF](#)

7. Consideration Of Change Order For Dune Grass Plantings  
as part of the Coastal Storm Damage Mitigation Grant

Documents:

[6 E7 CHANGE ORDER DUNE GRASS PLANTINGS SUMMARY.PDF](#)  
[6 E7 CHANGE ORDER DUNE GRASS PLANTINGS.PDF](#)

8. Request For Public Hearing To Consider  
NC Public Beach and Coastal Waterfront Access grant application

Documents:

[6 E8 RPH NC BEACH ACCESS GRANT SUMMARY.PDF](#)  
[6 E8 RPH NC BEACH ACCESS GRANT PRE-APPLICATION.PDF](#)

**F. PUBLIC HEARINGS**

1. Public Hearing To Consider Citizen Comment  
on the Town Manager's proposed operating budget for July 1, 2024 - June 30, 2025,  
proposed CIP requests for  
FY 24/25 through FY 28/29, and updated Consolidated Fee Schedule

Consideration of adoption of:

- a. Pay Plan
- b. Organizational Chart
- c. Capital Improvement Program (CIP) requests
- d. Consolidated Fee Schedule
- e. FY 24/25 Budget Ordinance
- f. Amended Capital Investment Fund Policy

Documents:

[6 F1 PH OPERATING BUDGET SUMMARY.PDF](#)  
[6 F1 PH OPERATING BUDGET NOTICE 1.PDF](#)  
[6 F1 PH OPERATING BUDGET NOTICE 2.PDF](#)  
[6 F1 PH OPERATING BUDGET PAY PLAN.PDF](#)  
[6 F1 PH OPERATING BUDGET ALL DEPT ORG CHARTS.PDF](#)  
[6 F1 PH OPERATING BUDGET CIP REQUESTS.PDF](#)  
[6 F1 PH OPERATING BUDGET CFS.PDF](#)  
[6 F1 PH OPERATING BUDGET FY25 ORD.PDF](#)  
[6 F1 PH OPERATING BUDGET CIF POLICY.PDF](#)

2. Public Hearing To Consider Text Amendment To Prohibit driving or parking on residential septic systems.

Documents:

[6 F2 PH PROHIBIT PARKING ON SEPTIC SUMMARY.PDF](#)  
[6 F2 PH PROHIBIT PARKING ON SEPTIC PN.PDF](#)  
[6 F2 PH PROHIBIT PARKING ON SEPTIC MEMO ORD.PDF](#)  
[6 F2 PH PROHIBIT PARKING ON SEPTIC APP A.PDF](#)

3. Public Hearing To Consider Text Amendment Submitted by Jordan Harrell of Jernigan Oil Company, Inc. to allow LED, digital displays for Fueling Stations

Documents:

[6 F3 PH DIGITAL DISPLAY FUEL STATION SUMMARY.PDF](#)  
[6 F3 PH DIGITAL DISPLAY FUEL STATION PN.PDF](#)  
[6 F3 PH DIGITAL DISPLAY FUEL STATION MEMO ORD.PDF](#)  
[6 F3 PH DIGITAL DISPLAY FUEL STATION APP A.PDF](#)

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

1. Update From Planning Director

Documents:

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

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

1. From Mar 6th Board Meeting – Report From Multi-Family Ordinance Working Group

Documents:

[6 H1 MULTI-FAMILY ORD WORKING GROUP SUMMARY.PDF](#)  
[6 H1 MULTI-FAMILY ORD WORKING GROUP ORD.PDF](#)

#### **I. NEW BUSINESS**

1. PRESENTATION - Recess To Ribbon Cutting At New Public Services Complex  
**Time Specific 12:30 p.m.**

Documents:

[6 I1 RECESS TO RC AT PS COMPLEX SUMMARY.PDF](#)

2. Committee Reports

Documents:

[6 I2 COMMITTEE REPORTS SUMMARY.PDF](#)

3. Consideration Of Disaster Debris Removal And Monitoring Contract Renewals

Documents:

[6 I3 DEBRIS REMOVAL AND MONITORING SUMMARY.PDF](#)  
[6 I3 DEBRIS REMOVAL RENEWAL-DRC.PDF](#)  
[6 I3 DEBRIS MONITORING RENEWAL-DEBRISTECH.PDF](#)

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

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

1. Update On Construction Of The Public Services Facility

Documents:

[6 K1 TM PUBLIC SVCS FACILITY UPDATE SUMMARY.PDF](#)

2. Discussion Of Process For Neighborhoods To Request Traffic Calming Devices

Documents:

[6 K2 TM NEIGHBORHOOD CALMING DEVICES SUMMARY.PDF](#)  
[6 K2 TM NEIGHBORHOOD CALMING DEVICES FLOW CHART.PDF](#)

3. Update On 2024 Town Fireworks Display

Documents:

[6 K3 TM FIREWORKS UPDATE SUMMARY.PDF](#)

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

1. Comr. Bob Sanders - Consideration Of Donation To  
Jockey's Ridge State Park 50th Anniversary Celebration  
Consideration of Budget Amendment

Documents:

[6 L1 COMR SANDERS JRSP 50TH ANNIV DONATION SUMMARY.PDF](#)  
[6 L1 COMR SANDERS JRSP 50TH ANNIV BUD AMENDMENT.PDF](#)

2. Comr. Kevin Brinkley - Discussion Of Jockey's Ridge State Park Soundside Access

Documents:

[6 L2 COMR BRINKLEY DISC OF JRSP SS ACCESS SUMMARY.PDF](#)

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

#### **N. CLOSED SESSIONS**

1. Request For Closed Session To Consider  
a personnel issue pursuant to GS 143-318.11(a)(6)

Documents:

[6 N1 RCS PERSONNEL SUMMARY.PDF](#)

2. Request For Closed Session To Discuss  
possible acquisition of real property in accordance with GS 143-318.11(a)(5)

Documents:

[6 N2 RCS PROPERTY SUMMARY.PDF](#)

#### **O. OTHER BUSINESS**

#### **P. ADJOURNMENT**

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