



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

January 14, 2019

TO: Mayor and Board of Commissioners

FROM: Debora P. Diaz, Town Manager

REF: New Business

**1. Oath of Office as a member of the Board of Commissioners –
Nelson V. “Skip” Jones, Jr.**

As directed at the December 10, 2018 meeting, Mr. Jones will take his Oath of Office, and seat, as a member of the Board of Commissioners.

Mr. Jones has resigned from his Town-appointed seats on the Planning Board and Community Appearance Commission, and replacement appointments will be scheduled on the February 20, 2019 agenda.

Former Commissioner Brandi Rheubottom represented the Board of Commissioners on Dare County’s Shoreline Management Commission. Dare County Chair Bob Woodard has indicated that no replacement appointment is necessary at this time since the Commission is inactive. In the event there is a future need, the Town will be asked for a replacement nomination.

Mr. Jones was appointed as a citizen representative on the Street Improvements and Special Projects Committee by the Board of Commissioners in 2012. He would like to continue to serve on the SISPC. The SISPC is solely an advisory group. If the Board of Commissioners is agreeable, no action is necessary.

He also works with Planning Director Meredith Guns on the Floodplain Public Participation Initiative group as a representative of the construction/homebuilding community. This working group was created by Ms. Guns to assist with public input and public dissemination related to the proposed floodplain maps created by FEMA. As the group was not created by a public body, it is not, itself, a public body.

Mr. Jones also serves on Dare County’s Board of Equalization and Review.



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OATH OF OFFICE

KILL DEVIL HILLS COMMISSIONER

STATE OF NORTH CAROLINA
COUNTY OF DARE
TOWN OF KILL DEVIL HILLS

I, Nelson V. Jones, Jr., do solemnly swear that I will support and maintain the Constitution and laws of the United States, and the Constitution and laws of the State of North Carolina not inconsistent therewith, and that I will faithfully discharge the duties of my office as Commissioner of the Town of Kill Devil Hills, according to the best of my skill and ability, according to the law, so help me God.

This the 14th day of January 2019.

SEAL

Nelson V. Jones, Jr.

ATTEST:

James Michael O'Dell, Deputy Town Clerk

The Street Improvement and Special Projects Committee (SISPC) meets on an as-needed basis, usually prior to a Planning Board meeting, on either the first or third Tuesday of the month.

Street Improvement and Special Projects Committee – Five Regular Members, One Alternate Member

Hogan, Mike, Commissioner, <u>Chair</u> 809 Sixth Avenue Kill Devil Hills, NC 27948	Cell: 252-256-0036
Seidman, Ron, <u>Regular Member</u> (Planning Board Representative)	Home: 202-8936
Cox, Kevin P., <u>Regular Member</u> 523 First Flight Lane P. O. Box 2435 Kill Devil Hills, NC 27948	Home: 441-6389
Froehlich, Jerry A., <u>Regular Member</u> 414 Wallace Street P. O. Box 1005 Kill Devil Hills, NC 27948	Home: 480-3488
Jones, Jr., Nelson “Skip”, <u>Regular Member</u> 1508 Captains Lane Kill Devil Hills, NC 27948	Home: 441-7882
Stoessner, Christopher, <u>Alternate Member</u> 314 W. Arch Street Kill Devil Hills, NC 27948	Home: 757-508-2011

STAFF SUPPORT

<i>Planning and Inspections Department</i>	449-5318
Planning Director Meredith Guns	
 <i>Public Services Department</i>	 480-4080
Public Services Director Steve Albright	

The Street Improvement and Special Projects Subcommittee’s (SISPC) parent group is the Planning Board. The SISPC is tasked with:

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The Street Improvement and Special Projects Subcommittee's (SISPC) parent group is the Planning Board. The SISPC is tasked with:

1. Providing the Planning Board with a recommended list of streets and drainage improvements for each fiscal year. The Planning Board finalizes the list, which is then sent to the Board of Commissioners with a recommendation.
2. Updating the Street Improvements Master Plan, which is the guide document for upgrading and improving the Town's street system on a "pay-as-you-go" basis.
3. Updating the Town's Stormwater Management Plan.
4. Serving as the Town's Floodplain Management Committee and updating the Floodplain Management Plan. When acting as the Floodplain Management Committee (FMC), all SISPC members and all Staff Support persons comprise the FMC.
5. Such other special projects as may be assigned by the Board of Commissioners.

A majority of the members of the SISPC are appointed by the BOC. The Planning Board Chairman selects the Planning Board representative on the SISPC; a member of the Board of Commissioners serves as the de facto chair of the SISPC. The BOC member is selected by action of the BOC as a matter of organization or on an as-determined basis. The SISPC selects its vice-chair annually. There are no term limits established for the SISPC. The SISPC meets on an as-needed basis.