



## TOWN OF KILL DEVIL HILLS

*Land Where Flight Began*

MEMORANDUM

December 9, 2019

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager 

REF: Old Business

**1. Baum Street Sidewalk / Centennial Path, Phase II Grant Award (Attached OB-1)**

With the Board's authorization, Staff applied to the Dare County Tourism Board for Tourism Impact Grant funding to construct a sidewalk along Baum Street to connect to existing sidewalks and pathways along Veterans Drive and Mustian Street.

Staff requested \$91,000 (75% of the project's \$122,150 cost); however, the Town has been awarded \$55,168 (45% of the cost). Funds for the remaining \$66,982 are available in the Town's Sidewalk Capital Reserve Fund.

Staff requests the Board of Commissioners approve executing a contract for the grant funding with Dare County Tourism Board and authorize funding from the Sidewalk Capital Reserve Fund to complete the project.

A motion would be in order.

Director of  
Planning and Inspections  
MEREDITH GUNS

Building Inspector  
MARTY SHAW  
CHARLES THUMAN

Code Enforcement Officer  
JORDAN BLYTHE



Assistant Director of  
Planning and Inspections  
CAMERON RAY

Senior Planner  
RYAN LANG

Zoning Administrator  
DONNA ELLIOTT

**THE TOWN OF KILL DEVIL HILLS**  
NORTH CAROLINA

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**PLANNING DEPARTMENT**

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December 9, 2019

Memorandum

To: Board of Commissioners

From: Meredith Guns, Planning Director 

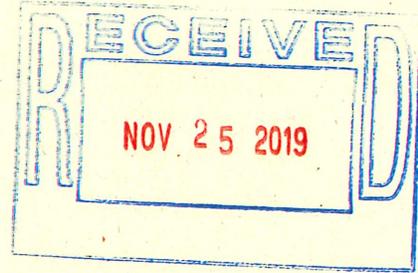
Subject: Sidewalk Recommendation 2019/20 – Baum Street (Sixth Avenue to Fox Street)

On August 20, 2019 the Board of Commissioners authorized staff to apply for grant funding from the Dare County Tourism Board to construct a sidewalk along Baum Street to connect the existing sidewalks/paths on Veterans Drive and Mustian Street. Staff made application to the Dare County Tourism Board in September 2019 requesting \$91,600 for the project (75% of the total cost of \$122,150).

On November 25, 2019 the Town was notified that the grant request had been awarded, however the amount awarded was \$55,168. This is about 45% of the total project cost, rather than the 75% that was requested. Based on the engineer's estimate, the Town would be responsible for the remaining \$66,982. The funds are available in the Sidewalk Capital Reserve fund.

Staff is requesting Board of Commissioners approval to sign a contract with the Dare County Tourism Board and authorize use of the Sidewalk Capital Reserve Fund to move forward with the Baum Street sidewalk project as proposed.

**ATTACHMENT OB-1**



November 22, 2019

Debra Diaz  
Town Manager  
Town of Kill Devil Hills  
PO Box 1719  
Kill Devil Hills, NC 27948

Dear Debra:

The Dare County Tourism Board has carefully reviewed your Tourism Impact Grant application for the 2019/2020 funding cycle.

At their November 21, 2019 meeting, the Board selected the Town's Baum Street Sidewalk – Centennial Path, Phase II to be funded under this program. The Board has awarded a grant in the amount of \$ 55,618. This is a shared funding grant so the Board requires at least a 25% match on the total project cost.

The projects approved by the Tourism Board are to be submitted to the Dare County Board of Commissioners in December for consent. Subject to their concurrence, a contract will be forthcoming early next year. The project may begin when you are ready.

On behalf of the Dare County Tourism Board, I thank you for your participation in this program and the willingness to make Dare County a better place for locals and visitors. Please contact me if you have any further questions.

Best regards,

Diane M. Bognich  
Grants Administrator