



# TOWN OF KILL DEVIL HILLS

*Land Where Flight Began*

MEMORANDUM

October 12, 2020

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Consent Agenda

**1. Minutes (Attached CA-1A and CA-1B)**

- A. September 14, 2020
- B. September 19, 2020 Board Retreat

**2. Monthly report (Attached CA-2A)**

- A. August 2020

**3. Budget amendment (Attached CA-3A)**

- A. #4 – to allocate money received from the U.S. Department of Justice for the purchase of bulletproof vests.

**4. Partnership organization annual report (Attached CA-4A)**

- A. Nags Head Woods Ecological Preserve

The Town supports four partnership organizations, which serve the citizens of Kill Devil Hills: the Community Care Clinic of Dare, Interfaith Community Outreach, Outer Banks YMCA, and Nags Head Woods Ecological Preserve. A requirement of the Town's partnership is an annual report of the organization's activities and service to the community. Aaron McCall, Northeast Regional Steward, has submitted the 2019-2020 annual report highlighting the preserve's operations.

**5. Recommended Resolution Authorizing the Sale of Unclaimed and Found Property (Attached CA-5)**

On occasion, the Police Department must dispose of items that have been turned in or found and unclaimed by their rightful owners. North Carolina law requires that revenues raised from the sale of this unclaimed property, less the Town's expenses, must be turned over to the Dare County Board of Education. The attached resolution authorizes the sale of the listed items; the Town of Kill Devil Hills utilizes GovDeals.com for surplus and found or unclaimed property.

In previous years, organizations have approached the Town and requested the donation of bicycles for distribution to foreign student workers; however, no organization has contacted the Town. If publication of the notice would generate interest by a qualified non-profit organization, the Police Department will return to the BOC to request authorization to donate the bicycles.

As presented at the meeting, approval of the Consent Agenda will record the Board's authorization for the sale of unclaimed property in accordance with the requirements of the General Statutes.

**6. Schedule Public Hearing (Attached CA-6A)**

**A. Annexation of Lots 3 and 4, Pine Grove Subdivision**

A Petition for Voluntary Annexation of the only two lots remaining in the Pine Grove Subdivision, Lot 3 and Lot 4, which are located at the west-end of West First Street, has been received. Several of our departments have been involved in this matter and all have worked with the Town Attorney to assure compliance with North Carolina law for extension of corporate limits, and the Town Code. The annexation will require an amendment to the Town's Zoning Map.

Attached you will find the Petition for Voluntary Annexation, which all property owners have signed in PDF format, and electronically returned to the Town Clerk. A public hearing on the Petition, and the Zoning Map amendment, with a minimum 10-day, two-publication, advertising and distribution/posting period is required.

The original petition is in the regular mail process and must be returned, fully executed, to the Clerk by Friday, October 23, 2020, in order to complete the advertising requirements for a November 9<sup>th</sup> public hearing.

The Town Clerk has worked closely with both parties on the annexation documents and in that process, she has taken the liberty to certify the sufficiency of the petition under N.C.G.S. 160A-31 for the benefit of the BOC.

Approval of the Consent Agenda will approve a *Resolution Directing the Town Clerk to Investigate a Petition Received under N.C.G.S. 160A-31* and schedule the Petition for Voluntary Annexation of Lots 3 and 4, Pine Grove Subdivision, and the accompanying amendment to the Kill Devil Hills Zoning Map, for public hearing on Monday, November 9, 2020, at 6:00 p.m.

Staff recommends approval of the Consent Agenda as presented and a motion will be in order.