




TOWN OF KILL DEVIL HILLS

MEMORANDUM

March 8, 2021

TO: Mayor and Board of Commissioners
FROM: Debora P. Díaz, Town Manager 
REF: Consent Agenda

1. Minutes (Attached CA-1A)

A. February 9, 2021

2. Monthly report (Attached CA-2A)

A. January 2021

3. Proclamation (Attached CA-3A)

A. Kill Devil Hills Board of Commissioners Declaring March 1, 2021, as COVID-19 Memorial Day

Initiated by Arizona Congressman Greg Stanton, this resolution, which has been adopted by many state and local governments across the United States, recognizes the many lives lost to COVID in the United States and globally, and acknowledges the ongoing grieving and widespread loss felt throughout the pandemic.

It is presented this evening to maintain the paper trail for BOC action and approval of the Consent Agenda will place action in the minutes of this meeting.

4. Government Education Access Channels Committee – 2021-2022 Proposed Budget (Attached CA-4)

Approval of the Consent Agenda will record approval of the 2021-2022 GEACC Budget, operating Current Television's government and educational access channels (Charter Spectrum 191 and 198).

5. Budget Amendments (Attached 5A, 5B, 5C, 5D)

- A. #11 - to increase dumpster sales and associated expenses due to increase in demand for dumpsters.
- B. #12 - to appropriate 2020-2021 Government Education Access Channels Grant.
- C. #13 - to appropriate the grant award from the Governor's Crime Commission for school safety.
- D. #14 - to appropriate the grant award from the Dare County Tourism Board for the Meekins Field Community Park project.

6. Schedule public hearings on the following recommended amendments (Attached CA-6A and 6B)

- A. Zoning Amendment Request—Albemarle & Associates, Ltd— amend §153.076(A)(12) (d) Off-Street Parking and Loading to allow stacked employee parking for hotels and motels
- B. Amended Conditional Use Site Plan – Leslie Hornfeck – Unit 808 E Eighth Avenue, Nature's Walk, in the Light Industrial Two Zone – to modify site plan to remove workforce housing designation from Unit 808E

7. June 30, 2021 Audit (Attached CA-7)

The three-year audit proposal with Potter and Company, PA was recommended and approved in April 2020 for year-end 2020 in the amount of \$35,000. The agreement included a Consumer Price Index inflationary increase for years two and three. The proposed fee for the FY 2021 audit is \$35,700, an inflationary increase of 2%.

Finance Director Beverly Kissinger recommends approval of the proposed fee of \$35,700 and Staff agrees. Approval of the Consent Agenda will record approval of the 2021 audit contract with Potter and Company, PA, and authorize its execution by appropriate officials.

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