




TOWN OF KILL DEVIL HILLS
Land Where Flight Began

MEMORANDUM

April 11, 2022

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager 

REF: Consent Agenda

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

- A. March 5, 2022 Retreat
- B. March 7, 2022

2. Monthly Report (Attached CA-2A)

- A. February 2022

3. Budget Transfers and amendments (Attached CA-3A)

- A. Budget Amendment #14 – to appropriate funds for the Meekins Field project

Through consensus, the Board of Commissioners had previously approved this time-sensitive amendment, which Staff requested in order to further proceed with the improvements to Meekins Field. Approval of the Consent Agenda will record the Board's approval.

4. Recommendation for 2021/2022 Lease Purchase Agreement (Attached CA-4)

The Finance Department has researched and compiled available interest rates for the lease/purchase of equipment and vehicles. The total amount to be financed is \$1,367,448.46 for items detailed in Finance Director Beverly Kissinger's attached memorandum. Truist Bank submitted the most favorable financing proposal at an annual fixed interest rate of 2.41%; to be paid in eight semiannual payments. The loan is pre-payable at any time without penalty.

Approval of the Consent Agenda will record approval of the attached budget amendment #15 to record the annual lease for equipment and vehicles and the accompanying resolution. The Town Attorney will review and approve the lease agreement prior to its execution.

5. Recommendation for acceptance of street improvements in the Water Oak subdivision, Phases 2 and 3: Zen Lane, Anika Way, and Water Oak Drive; and adopt the Powell Bill Map and Official Traffic map for the Town of Kill Devil Hills to reflect the improvements (Attached CA-5)

New streets in the Water Oak Subdivision, Phases 2 and 3, are presented at this meeting for approval by the Board of Commissioners: Zen Lane, Anika Way, and Water Oak Drive. Approval of the Consent Agenda will adopt the attached resolution, which:

- Accepts the street, water main, and right-of-way improvements on Zen Lane, Anika Way, and Water Oak Drive associated with Water Oak Phases 2 and 3 (improvements will be eligible for Powell Bill funding);
- Adopts the official traffic map revised to reflect the improvements;
- Adopts the revised Powell Bill Map to reflect the improvements.

The traffic map and Powell Bill Map will each be posted in the Meeting Room prior to the meeting, and included with the electronic packet on the Town's website, www.kdhnc.com.

6. Schedule Public Hearing – Zoning Map Amendment Request – Lots 9-15, Block 18, Kill Devil Hills Realty Corp. Subdivision (Attached CA-6)

Assistant Planning Director Cameron Ray's attached memorandum highlights Zoning Map request for Lots 9-15, Block 18, Kill Devil Hills Realty Corp. Subdivision, which was submitted by Eddie Goodrich. The proposed change would reclassify the lots from Low Density Residential Zone (RL) to Commercial Zone (C). At its March 15, 2022, meeting, the Planning Board recommended denial of the Zoning Map amendment. Staff recommends scheduling a public hearing for April 27, 2022, at 6:00 p.m.

Approval of the Consent Agenda will schedule this item for public hearing.

7. A Resolution Authorizing the Disposition of Certain Personal Property by Private Sale (Attached CA-7)

The Town of Manteo has expressed interest in the purchase of a KDH Town garbage truck that is eligible for surplus, since it is no longer needed for Public Services operations. Because the Town of Manteo is considered an "entity carrying out a public purpose," the General Statutes permit the Town to dispose of this personal property through private sale, pending the adoption of a resolution. Approval of the Consent Agenda will approve the attached resolution and authorize the Town Manager to negotiate with the Manteo Town Manager on the sale of the truck.

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