



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

February 13, 2023

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Manager's Agenda

1. Recommendation for cancellation of February 22, 2023, Board meeting

With its adoption of the 2023 meeting schedule, the Board scheduled two regular meetings for the winter and spring months. This calendar has permitted flexibility in scheduling sessions for the budgetary development process. At its second January meeting, the Board provided budget guidance to Staff, and as a result, a second February meeting is not required.

In addition, the department heads have indicated that there is no pressing business that warrants the immediate action by the Board at this time. Staff recommends the cancellation of the February 22, 2023, Board meeting.

Board guidance is appreciated, and if deemed appropriate, a motion would be in order to cancel the February 22, 2023, Board of Commissioners meeting.