



**TOWN OF KILL DEVIL HILLS**  
*Land Where Flight Began*

MEMORANDUM

March 13, 2023

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager 

REF: Consent Agenda

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

A. February 13, 2023

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

A. January 2023

**3. Budget Amendments and Transfers (Attached CA-3A, CA-3B, and CA-3C)**

- A. Budget Amendment #8 – to appropriate funds for beach sand fencing available from Dare County.
- B. Budget Amendment #9 – to appropriate funds for the purchase of meters for the meter replacement program originally scheduled to take place in the 2023-2024 budget year.
- C. Budget Amendment #10 – to appropriate the remaining Assistance to Firefighters Grant funds for the purchase of radios and associated supplies.

**4. Partnership reports (Attached CA-4A)**

A. Nags Head Woods Ecological Preserve

The Town supports four partnership organizations that 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 facility's 2021-2022 annual report, which highlights the preserve's operations.

**5. Kill Devil Hills / Nags Head Interlocal Agreement – provision of reciprocal building inspection services (Attached CA-5)**

Following the retirement of longtime KDH building inspection staff, Kill Devil Hills and Nags Head entered into an agreement in 2018 that would permit the Town to request the assistance of Nags Head building inspectors to make certain inspections on residential and commercial structures on the Town's behalf.

At the recent request of the Town of Nags Head, the interlocal agreement was updated to provide a bilateral reciprocity between the two municipalities for these services, as needed. At its March 1, 2023, meeting, the Nags Head Board of Commissioners approved the agreement.

Approval of the Consent Agenda will approve the interlocal agreement and authorize the Town Manager to execute the instrument with the Town of Nags Head.

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