



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

NOTICE OF PUBLIC MEETING

NOTICE is hereby given that on Thursday, September 28, at 8:30 a.m., the Kill Devil Hills Community Appearance Commission (CAC) will hold a meeting in the Town Hall Meeting Room, 102 Town Hall Drive, Kill Devil Hills. The items to be discussed are listed below:

Call to Order

Agenda Approval

Approval of Minutes

1. July 27, 2023 meeting minutes

Public Comment

Ongoing Business

1. Community Appearance Awards
2. Help KDH Kick Butt Campaign
3. Beautification along US 158
4. FY 2023-24 Expenditures and Inventory

New Business

1. 2024 Love Your Live Oak Adoption

Adjournment

Posted this 22nd day of September, 2023

Parker Midgett
Administrative Specialist

Copies to: Community Appearance Commission members in their meeting materials; Board of Commissioners; all department heads; all Town bulletin boards; Town Sunshine List, including all local news media; Town Electronic Distribution List; website, social media; file

Minutes of the Thursday, July 27, 2023, meeting of the Kill Devil Hills Community Appearance Commission (CAC) held at 8:30 a.m. in the Meeting Room at the Administration Building, 102 Town Hall Drive, Kill Devil Hills.

Members Present: Chairperson Sue Kelly, Jenniffer Albanese, Melinda Mogowski, Dave Rollins, and Jo Williams

Members Absent: Billy Dorn, Commissioner John Windley, and two vacant seats

Others Present: James Michael O'Dell, Town Clerk; and Parker Midgett, Administrative Specialist/Deputy Town Clerk

Call to Order

Chairperson Sue Kelly called the Thursday, July 27, 2023, meeting of the CAC to order at 8:33 a.m.

Agenda Approval

Jenniffer Albanese moved to approve the agenda. Melinda Mogowski seconded the motion, which was approved by a unanimous, 5-0, vote.

Approval of Minutes

Ms. Mogowski moved to approve the minutes of the May 25, 2023, meeting as presented. Jo Williams seconded the motion, which was approved by a unanimous, 5-0, vote.

Public Comment

Ongoing Business

1. Community Appearance Awards

The group discussed and finalized the winners for each category for the Community Appearance Awards. Ms. Mogowski moved to approve spending \$318.14 on the Community Appearance Awards, Dave Rollins seconded the motion, which was approved by unanimous, 5-0, vote. Following tabulations of the scoring sheets, the group came to a consensus to approve the winners and honorable mentions, which will be recognized at the November 13, 2023, Board of Commissioners meeting.

2. FY 2023-24 Expenditures and Inventory

Chair Kelly set the November Community Appearance Commission meeting date for Thursday, November 16, 2023.

3. Help KDH Kick Butt Campaign

The group watched a staff-developed video titled *Please Don't* which can be found on the Town's YouTube channel and website. The video details people littering cigarette butts and asks viewers to "please don't". Ms. Albanese moved to spend \$2,000 on marketing the KDH Kick Butt Campaign between multiple outlets including Spectrum Television, and radio ads. Ms. Williams seconded the motion, which was approved by a unanimous 5-0, vote.

4. Beautification along US 158

At the June 28, 2023 Board of Commissioners meeting, the Board approved funding for additional mowing and weed eating along US 158. The Wildflower Program which was mentioned at the last CAC meeting, is a program that NCDOT operates by planting flowers along NC Highways on NCDOT maintained areas. Town Staff noted that pursuing the Wildflower Program was not viable because the Town is already spending \$100,000 on additional trimming and mowing. However, Staff recommended moving forward with the Beautification along US 158 letters and staying in contact with businesses. Town Staff came up with the idea to possibly providing businesses a list of plants that they could plant on their property or branching off from the Live Oak Giveaway, and instead doing a plant giveaway. The group decided to continue with delivering letters to businesses on US 158 and telling the business owners about the tree giveaway. Town Staff will discuss what types of plants would be best to give away with the Grounds Department at Kill Devil Hills. A list of the businesses that have already received letters will be emailed to the group to keep track of the ones that still need letters.

5. Public Art / Murals

Town Clerk Michael O'Dell invited the CAC to the Meekins Field Splash Pad grand opening on August 3, 2023 from 10 a.m. to 12 p.m. For the original site plan, there was an art wall installation for Meekins Field. However, due to construction reconfigurations, the art wall concept will not be a part of the final design of the park.

At a previous meeting, upgrading Town welcome signs was discussed. Before purchasing Town signs, the new Meekins Field sign will serve as a prototype to ensure the quality.

Ms. Albanese mentioned the street sign poles being updated, instead of wood, possibly a more decorative material could be used. Town Staff is working with Public Services to see what options would be possible. The Town does have to be mindful of the Manual Uniform Traffic Control Devices (MUTCD), an engineering standard adopted by the Board of Commissioners in

2008. The banner project that the Town would like to pursue around Town Hall is on hold for the moment, more details about the project will be discussed in the future.

6. Surfrider Foundation Adopt-a-Beach Update

Ms. Mogowski moved to allocate \$25 to the Surfrider Foundation Adopt-a-Beach for the registration fee for the Eden St. Access. Ms. Albanese seconded the motion, which was approved by a unanimous 5-0, vote. Ms. Albanese and Ms. Williams volunteered to clean the Eden Street Beach Access in the next couple of weeks.

Adjournment

With no further business, Ms. Mogowski moved to adjourn the meeting, Mr. Rollins seconded the motion, which passed by a unanimous, 5-0, vote.

The time was 10:10 a.m.

Submitted by:

Parker Midgett
Administrative Specialist



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Staff Updates:

Meeting Dates

- September 28
- November 16 – Commission guidance requested

Inventory

- 29 t-shirts
2XL: 16
3XL: 13
- 70 - portable ashtrays
- 7 - large Kick Butt stickers (keeping 1 as prototype)
- 1 small Kick Butt sticker (keeping as prototype)
- Lots of Bag Smarter stickers

Upcoming Events

- November 13 – 6:00 Board of Commissioners meeting, Community Appearance Awards presentation

Help KDH Kick Butt Campaign

Spectrum:

- Comedy Central, FX, Investigation Discovery, National Geographic, NFL Network, Oprah Winfrey Network, Oxygen Media, Paramount Movie Network, SyFy, Discovery Channel, Travel Channel, The Weather Channel, TruTV, Nickelodeon's TV Land

Outer Banks Voice:

- Help KDH Kick Butt ad with link to *Please Don't* video

East Carolina Radio: 6 weeks

- 96.7, 105.7, 102.5, 95.3, 98.1, 103.3
- Help KDH Kick Butt ad on East Carolina's TV Networks – local BTV and OB Vacay Channel
- Banner ads on radio's website

Expenditures for FY 2023-24

FY 2023-2024 CAC BUDGET EXPENDITURES		\$5,000.00
DATE	EXPENDITURE	
*	Surfrider Foundation Renewal – Eden Street Beach Access	\$25.00
8/14/2023	CAA Awards	\$318.14
	Spectrum - Video Ad for KDH Kick Butt Campaign	\$476.32
	Outer Banks Voice – KDH Kick Butt Ad & Video	\$370.00
	East Carolina Radio – Ads for KDH Kick Butt Campaign	\$830.00
	Remaining	\$2,980.54
Quote	Bennett’s Creek Nursery – 10 Live Oaks	\$1,087.78
	Remaining (if money is spent for Live oaks)	\$1,892.76

*** \$25 has not been sent, Staff is working to contact the Surfrider Foundation.**