



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

NOTICE OF PUBLIC MEETING

NOTICE is hereby given that on Thursday, November 16, 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

Introductions of New Members

Approval of Minutes

1. September 28, 2023 meeting minutes

Public Comment

Ongoing Business

1. Beautification along US 158
2. FY 2023-24 Expenditures and Inventory
3. 2024 Love Your Live Oak Adoption

Adjournment

Posted this 9th day of November, 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, September 28, 2023, meeting of the Kill Devil Hills Community Appearance Commission (CAC) held at 8:30 a.m. in the Town Hall Meeting Room, 102 Town Hall Drive, Kill Devil Hills.

Members Present: Chairperson Sue Kelly, Melinda Mogowski, Dave Rollins, Jo Williams, and Billy Dorn

Members Absent: Commissioner John Windley, Jenniffer Albanese, 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, September 28, 2023, meeting of the CAC to order at 8:37 a.m.

Agenda Approval

Chair Kelly requested to add the topic of meeting times to the agenda under New Business. Dave Rollins moved to approve the agenda with the additional New Business item, 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 July 27, 2023, meeting as presented. Billy Dorn 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. Under Staff review, the winners were chosen based on meeting the criteria specified on the score sheets. The Multi-Unit winner is Honey & Hive, Starbucks is the Most Improved winner, and Rose Harrison Gilreath & Powers, P.C. is the Best Overall winner. All businesses that were nominated will receive a recognition certificate at the November 13, 2023, Board of Commissioners meeting. There was an open discussion on a residential category for the

Community Appearance Awards; the group determined it would not be a viable option for the CAC to pursue.

2. Help KDH Kick Butt Campaign

Town Staff updated the CAC on the various media outlets that the Help KDH Kick Butt Campaign has reached. These outlets include Spectrum TV, East Carolina Radio, and the Outer Banks Voice.

3. Beautification along US 158

Michael O'Dell informed the group that the Board of Commissioners allocated \$100,000 for additional mowing and trimming along US 158. NCDOT provides some of the passes and the Town provides supplemental passes. Another idea was brought up to put banners on power poles along Town; this is not an option that is available at this time. Mr. Rollins reiterated that there are not many options for the Town to update or change when it comes to state roadways (US 158, NC 12, and Colington Road), power poles or the sidewalks. However, the CAC can focus and help the businesses that are along US 158. The CAC has been working on passing out letters to businesses along US 158, informing and asking them to maintain their landscape and possibly doing a plant giveaway to create an incentive for businesses. The group plans on continuing with that initiative until all businesses along US 158 have received one. Chair Kelly asked that Beautification along US 158 be placed on Ongoing Business.

4. FY 2023-24 Expenditures and Inventory

The group reviewed the expenditures included in the meeting packet materials.

New Business

1. 2024 Love Your Live Oak Adoption

The Love Your Live Oak Adoption program implemented by the CAC provides live oaks to applicants in the Town of Kill Devil Hills who meet the criteria of having the space available in their yard for a live oak. The CAC decided for the 2024 season, it would give away 10 live oak trees to the first 10 qualified applicants. Applications will be available the beginning of October 2023 and will close on December 31, 2023. Mr. Rollins clarified that the tree giveaway is not just for residential areas but also businesses. Ms. Mogowski moved to authorize the purchase of 10 live oak trees for the adoption program, Joe Williams seconded the motion, which was approved by a unanimous 5-0, vote.

2. Meeting Dates & Times

Different meeting times were discussed by the group, with a final consensus to keep the time the same for the remainder of the year and continuing the discussion in 2024.

Ms. Mogowski left at 9:38 a.m.

The next CAC meeting will be held on November 16, 2023 at 8:30 a.m.

Adjournment

With no further business, Ms. Williams moved to adjourn the meeting, Mr. Dorn seconded the motion, which passed by a unanimous, 4-0, vote.

The time was 9:41 a.m.

Submitted by:

Parker Midgett
Administrative Specialist



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Staff Updates:

Meeting Dates: 2023

- November 16

(Tentative) Meeting Dates: 2024

- January 25
- March 28
- May 23
- July 25
- September 26
- November 28 – Thanksgiving Holiday – will need to be rescheduled

Inventory

- All inventory that the Town has will be brought to the November 16 meeting for review. Please make decisions on any inventory purchasing by the January 2024 meeting.

Expenditures for FY 2023-24

FY 2023-2024 CAC BUDGET EXPENDITURES		\$5,000.00
	EXPENDITURE	
Paid	Surfrider Foundation Renewal – Eden Street Beach Access	\$52.90
Paid	CAA Awards	\$318.14
Paid	Spectrum - Video Ad for KDH Kick Butt Campaign	\$351.42
Paid	Outer Banks Voice – KDH Kick Butt Ad & Video	\$370.00
Paid	East Carolina Radio – Ads for KDH Kick Butt Campaign	\$830.00
Quote	Bennett’s Creek Nursery – 10 Live Oaks	\$1,087.78
	Remaining	\$1,989.76