



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

NOTICE OF PUBLIC MEETING

NOTICE is hereby given that on Thursday, January 25, 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

New Business

1. Nomination and election of CAC chairperson and vice chairperson

Approval of Minutes

1. November 16, 2023 meeting minutes

Public Comment

Ongoing Business

1. Beautification along US 158
2. FY 2023-24 Expenditures and Inventory
3. Adopt a Live Oak 2024 Update

New Business

1. CAC meeting schedule for 2024
2. Surfrider Foundation Schedule

Adjournment

Posted this 19th day of January, 2024

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, November 16, 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, Jenniffer Albanese, Melinda Mogowski, Terree Neal, Dave Rollins, Nancy Rechenbach, and Jo Williams

Members Absent: Billy Dorn and Commissioner John Windley

Guest: Skylar Wood

Others Present: James Michael O'Dell, Town Clerk

Call to Order

Chairperson Sue Kelly called the Thursday, November 16, 2023, meeting of the CAC to order at 8:35 a.m. and welcomed everyone present, including new members Terree Neal and Nancy Rechenbach and First Flight High School / Interfaith Community Outreach Intern Skylar Wood.

Agenda Approval

Melinda Mogowski moved to approve the agenda, as presented. Dave Rollins seconded the motion, which was approved by a unanimous, 7-0, vote.

Approval of Minutes

Ms. Mogowski moved to approve the minutes of the September 28, 2023, meeting as presented. Jo Williams seconded the motion, which was approved by a unanimous, 7-0, vote.

Public Comment

Ongoing Business

1. Beautification along US 158

Chair Kelly shared with members a brief history of the CAC, its mission, and previous accomplishments. Mr. Rollins noted that the CAC has an advocacy / education mission rather than a regulatory one. The group then discussed the ongoing campaign of CAC members visiting businesses along US 158 (the Bypass) and providing them with information promoting best practices like clean, regularly maintained areas along the highway and around the businesses

themselves. Mr. O'Dell stated that this initiative was in conjunction with the Town's funding of additional bi-weekly mowing and edging along US 158, which supplements the North Carolina Department of Transportation's (NCDOT) mowing program in town, which is 5-6 times during the growing season.

Terree Neal inquired about welcome signage along roadways at the Town's limits. Members responded that the welcome signs are present, but may be in need of some maintenance. Michael O'Dell shared that the Town was transitioning from traditional sandblasted wooden welcome signs to more durable composite signage; the first composite sign was installed at Meekins Field this past spring, and is being regularly monitored by Staff. He noted that the Town's welcome sign on Colington Road had been removed prior to the roadwork, but will be replaced when the project is completed.

Community Appearance Awards the group discussed the Community Appearance Awards presentation at the recent Board of Commissioners meeting. Members noted how the nominees in attendance were very excited about the awards; however, the group would work to boost public awareness of the award, along with attendance during future award ceremonies. Members also plan to individually distribute the remaining certificates and awards to the businesses that were not present.

2. FY 2023-24 Expenditures and Inventory

The group reviewed the expenditures included in the meeting materials. Mr. O'Dell provided an overview of the year's expenditures. Chair Kelly stated that the CAC distributes its items mainly through attendance at Town events. Through consensus, the group requested Staff secure a quotation for new reusable tote bags, which will be reviewed at a future meeting.

Help KDH Kick Butt Campaign Chair Kelly shared that the Town's "Help KDH Kick Butt" Campaign against cigarette butt litter was very effective, with radio, television, and online media ads. She also highlighted the cigarette receptacles installed at the Town's beach accesses, which were constructed by a local Boy Scout troop as a part of an Eagle Scout project.

Adopt-a-Beach Access Program Chair Kelly stated that the CAC participates in the Surfrider Foundation's Adopt-a-Beach Access program, and Eden Street Access is the group's designated area. The program requires six clean ups a year.

3. 2024 Love Your Live Oak Adoption

Chair Kelly shared that the Love Your Live Oak Adoption program is implemented by the CAC and provides free live oak trees 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. For the 2024 season, 10 live oak trees will be distributed to the first 10 qualified applicants. She noted that applications will close on December 31, 2023. It was also shared that the group celebrates Love Your Live Oak Month in May to highlight the Town's official tree.

Mr. O'Dell reminded members to take photos whenever participating in CAC activities to provide additional outreach communication opportunities. Chair Kelly thanked all members for their participation and encouraged new members to get involved in an area of interest within the group's mission.

Adjournment

With no further business, Ms. Albanese moved to adjourn the meeting, Ms. Mogowski seconded the motion, which passed by a unanimous, 7-0, vote.

The time was 9:44 a.m.

Submitted by:

James Michael O'Dell
Town Clerk

US 158 Business Letter

1. Surf Urgent Care
2. Proof Bakery
3. Dimensions Salon
4. Dare Challenge
5. KDH Coop Gallery
6. Outer Banks Brewing
7. 3 Tequilas
8. Parrot Bay
9. Exotic Furniture
10. Kill Devil's Frozen Custard
11. Caliber carwash
12. Noosa Grill
13. Ocean Atlantic Rentals
14. Ladles
15. NH Hammocks
16. Mama Kwans
17. McDonalds
18. 7 Eleven



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Staff Updates:

(Tentative) Meeting Dates: 2024

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

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
Ordered	Bennett’s Creek Nursery – 10 Live Oaks	\$1,087.78
	Remaining	\$1,989.76

Quote: Reusable Tote Bags – Folding Nylon

\$2.158 for 100: \$215.80

\$1.858 for 300: \$557.40

Screen Charge: \$45.00

Quote: Reusable Tote Bags – Coated Water-Resistant Polypropylene

\$3.31 for 150: \$496.50

\$2.88 for 250: \$720.00

Screen Charge: \$50.00



Folding nylon handbag

Color: Black ; Brown ; Green ; Light Blue ; Orange ; Pink ; Red ; Royal Blue ; Yellow

Size: 14.6 " x 19.7 "

Material: 210D Nylon

Quantity	100	300	500
Price	\$ 2.158	\$ 1.858	\$ 1.673

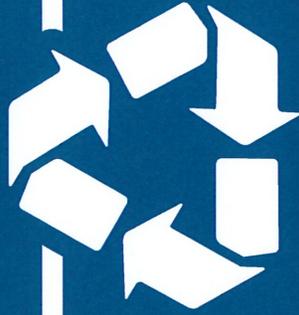
Imprint Size: 6"L X 8"W

Comments: Screen charge is \$45 for a 1-color, 1-location imprint.



**KEEP
KID
CLEAN!**

DON'T LITTER • REDUCE/RE-USE/RECYCLE





Made of 80 gram non-woven, coated water-resistant polypropylene, this bag features reinforced 20" handles, a 10" gusset, and matching covered bottom insert. |

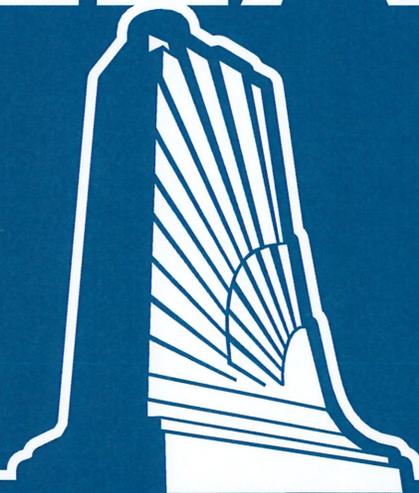
Color: Black ; FOREST GREEN ; Gray ; Kelly Green ; NATURAL ; NAVY BLUE ; Orange ; Pink ; Purple ; Red ; Royal Blue ; Tan ; Teal ; White ; YELLOW

Size: 10" x 15" x 13"

Quantity	150	250	500	1000	2500
Price	\$ 3.31	\$ 2.88	\$ 2.50	\$ 2.17	\$ 1.89

Comments: Screen charge is \$50 for a 1-color, 1-location imprint.

KEEP KDH CLEAN!



DON'T LITTER • REDUCE/RE-USE/RECYCLE



From the Surfrider Foundation:

- Please clean your access/ remove litter and debris from the area a minimum of 6 times per year. To meet this commitment, you may find it helpful to schedule dates on your calendar in advance.

- Check-in each time after cleaning your access to log cleanup completion. (click link here: <https://volunteer.surfrider.org/opportunities/IPTz4wvrW8>)

- Collect cleanup data and record it via Surfrider's Beach Cleanup Data collection system. (Register an account in the database here: <https://cleanups.surfrider.org/register/> ; Login to the database here: <https://cleanups.surfrider.org/login/>). Use Google Chrome to access the database for best results. Minimum data to collect includes Beach location, date, # of participants, and pounds of trash.

- Please take photos at your cleanups and post to social media or send to chair@outerbanks.surfrider.org. If on social media, please tag us: Instagram: surfrider_obx; Facebook: @outerbanks.surfrider.org; Twitter: @bankssurfrider

- Please make sure to keep your contact information up to date.

After the 2 year term, you will need to re-apply for the access. You are eligible to maintain your assigned access indefinitely so long you perform the above requirements. Failure to meet these obligations may result in your access being re-assigned to another willing sponsor.

Next steps are up to you! Surfrider Foundation Outer Banks will follow-up from time-to-time to check on participation status if the steps identified above have not been taken over the course of your two year commitment.