



TOWN OF KILL DEVIL HILLS

Land Where Flight Began

NOTICE OF PUBLIC MEETING

NOTICE is hereby given that on Thursday, March 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. January 25, 2024 meeting minutes

Public Comment

Ongoing Business

1. Beautification along US 158
2. FY 2023-24 Expenditures and Inventory

New Business

1. Plants for Town signs
2. Sign-up for Town special events

Adjournment

Posted this 22nd day of March, 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, January 25, 2024, 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, Billy Dorn, Melinda Mogowski, Terree Neal, Nancy Rechenbach, Dave Rollins, and Jo Williams

Members Absent: Jenniffer Albanese and Commissioner Ivy Ingram

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

Call to Order

Chairperson Sue Kelly called the Thursday, January 25, 2024, meeting of the CAC to order at 8:34 a.m. and welcomed everyone present. Each member present introduced themselves.

Agenda Approval

Melinda Mogowski moved to approve the amended agenda, having public comment before New Business. Nancy Rechenbach seconded the motion, which was approved by a unanimous, 7-0, vote.

Public Comment

Debbie Swick, 59 Deer Path Lane, Southern Shores – Ms. Swick spoke to the group about helium balloons and the dangers they cause when released. She shared that she has a petition out that proposes no balloon releases, no balloon should be left unattended, and all helium balloon sales should come with a weight attached. Her main goal is to educate others on the harmful effects that balloon releases can cause to our environment and wildlife. Ms. Swick requested that the CAC endorse the resolution when it goes before Kill Devil Hills Board of Commissioners. Michael O'Dell stated that Town Staff would be glad to accept any resolution for review.

New Business

1. Nomination and election of CAC Chairperson and Vice-Chairperson for 2024

The CAC holds the election of chairperson and vice-chairperson at the beginning of each calendar year. Before accepting nominations, Parker Midgett reminded the group that under the Town's rules of procedure, every nomination would require a second. Dave Rollins nominated Sue Kelly as chairperson, Ms. Rechenbach seconded the nomination, which was approved by a

unanimous, 7-0, vote. Sue Kelly nominated Melinda Mogowski as vice-chairperson, Jo Williams seconded the nomination, which was approved by a unanimous, 7-0, vote.

Approval of Minutes

Ms. Mogowski moved to approve the minutes of the November 16, 2023, meeting as presented. Ms. Rechenbach seconded the motion, which was approved by a unanimous, 7-0, vote.

Ongoing Business

1. Beautification along US 158

Chair Kelly mentioned the wildflower program that NCDOT maintains in Camden, NC. This option is not viable for the Town due to the lack of water available as well as the supplemental mowing that the Town pays for which would cause more of an obstacle if the flowers were planted.

Terree Neal inquired whether putting rocks and native plants by the Town's welcome signs would be an option. Town Staff will talk to the Town's Building and Grounds division and report to the CAC at a later meeting. The group also discussed the status of the new and updated signs that are in process. Ms. Neal proposed the potential of hiring an artist to do the signs but because the signs are already underway, this would not be an option for the Town right now. Town Staff is still happy to receive and look over any ideas. Billy Dorn inquired whether anything was on the back of the signs and proposed to put "Y'all come back" on the back of them. Town Staff will look into this idea.

In March 2023, the CAC was tasked with handing out letters and informational sheets to businesses along US 158. A list of the 18 businesses that have received one was included in the meeting materials and the CAC is working to make sure all of the businesses along US 158 receive a letter. An updated letter with the new year will be emailed to the group for continued distribution. Ms. Neal inquired if the recyclable glass that Dare County provides would be a possibility for business owners to use. Town Staff plans to check on the availability of the recycled glass.

Chair Kelly suggested keeping this item on ongoing business for future meetings.

2. FY 2023-24 Expenditures and Inventory

Following a discussion of recyclable bag types and designs, Ms. Rechenbach moved to purchase 500 folding nylon blue bags. Mr. Dorn seconded the motion, which was approved by a unanimous, 7-0, vote. The CAC plans to pass the bags out at Town special events throughout the year.

3. Adopt a Live Oak 2024 Update

Parker Midgett reported that Ten Live Oaks have been purchased and picked up from the nursery. The first ten eligible recipients will be receiving a live oak.

New Business

1. CAC meeting schedule for 2024

Due to the November 28 meeting falling on the Thanksgiving holiday, the group came to a consensus to reschedule the meeting to November 21, 2024.

2. Surfrider Foundation Schedule

Ms. Williams is assigned with coordinating and logging the Eden Street beach clean-up for the group. The group was reminded by Town Staff that they must clean the access six times a year and log what was picked up on the Surfrider website. The group decided that due to the weather it is difficult to schedule a specific date and time but they plan to keep up with the cleanings.

Adjournment

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

The time was 10:01 a.m.

Submitted by:

Parker Midgett
Administrative Specialist / Deputy Town Clerk



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Staff Updates:

(Tentative) Meeting Dates: 2024

- March 28
- May 23
- July 25
- September 26
- November 21

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
Paid	Bennett’s Creek Nursery – 10 Live Oaks	\$1,050.00
Paid	Reusable Tote Bags – Folding Nylon, 500	\$923.50
	Remaining	\$1,104.04

All live oak trees were distributed to applicants.

PLANTS FOR NORTH END BYPASS WELCOME SIGN

THE PLANTS WILL NEED TO BE DROUGHT TOLERANT WE WILL BE ABLE TO WATER THE PLANT DURING EXTREME DROUGHT

MAX HEIGHT WILL HAVE TO BE UNDER 30" TO KEEP THE SIGN VISABLE TO TRAFFIC

THE BED WILL BE ABOUT 9' X 5'

WE CAN ADD DAYLILIES BUT THEY WILL NOT FLOWER AS WELL WITHOUT CONSISTENT WATER

Royal Purple Liriope



Growth Rate: 2-3 years

Bloom Time: Summer to Fall

Size: 1-2 feet tall and 1-2 feet wide

Drought tolerant, low maintenance, ground cover grass- like perennial

Variegated Liriope



Growth Rate: 2-4 years

Bloom Time: Mid-summer to fall

Size: 1-1.5 feet tall and 1-3 feet wide

Perennial that grows in full sun or partial shade, requires well-drained soil

Pink Muhly Grass



Growth Rate: 3 years

Bloom Time: Late summer to early fall

Size: 2-3 feet tall and up to 3 feet wide

This requires dry-to-medium with a well-draining soil

White Cloud Muhly Grass



Growth Rate: 3 years

Bloom Time: Once Frost is gone, late spring to early summer

Size: 1-3 feet tall and 2-3 feet wide

Requires moist soil until plant is established. Once plant is established requires deep but infrequently water whenever the soil surface is dry or almost dry 2" below the soil surface

Town of Kill Devil Hills Special Events

Below is a list of special events that the CAC would be able to participate with a table.

June, July, August - First Flight Farmers Markets – The CAC would be able to have a table at one of the summer markets.

August - National Night Out

September - Ice Cream Social

October - Fire Department Open House

Halloween Event (this is not put on by the Town but historically the CAC has participated, if there is an interest the CAC will be responsible for setting up and breaking down the table)