



TOWN OF KILL DEVIL HILLS
Land Where Flight Began

MEMORANDUM

March 10, 2025

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager 

REF: Consent Agenda

1. Minutes (Attached CA-1A)

A. February 10, 2025

2. Monthly Report (Attached CA-2A)

A. January 2025

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

A. Budget Amendment #7 – To appropriate FY 2024 / 2025 Local Programming Development Initiative Grant funds from the Government Education Access Channels Committee.

B. Budget Amendment #8 – To appropriate funds for the replacement of the existing generator at the Public Works Complex

4. Government Education Access Channels Committee – Fiscal Year 2025 / 2026 Proposed Budget (Attached CA-4)

The Government Education Access Channels Committee (GEACC) oversees operations of the local government and education access channels, known as Current TV. Created through an interlocal agreement, the group is a collaboration of the Towns of Duck, Southern Shores, Kitty Hawk, Kill Devil Hills, Nags Head, and Manteo, along with Dare County, and educational entities Dare County Schools, Coastal Studies Institute, and College of The Albemarle. The Committee is composed of a representative from each participating entity; government representatives to the committee must be members of their respective governing board. Commissioner Gray is the Kill Devil Hills Representative.

The GEACC annually submits its annual operating budget, which must be approved by all member entities. Approval of the Consent Agenda will record this Board's approval of the Fiscal Year 2025 / 2026 GEACC Budget.

5. North Carolina Land & Water Fund Grant

Our partners at the Nature Conservancy shared with Staff information on a grant program through the North Carolina Land & Water Fund that promotes the perpetual conservation of lands that "... represents the ecological diversity of North Carolina...".

Staff identified Town-owned acreages in the Nags Head Woods / Fresh Pond area that are currently under conservation management through a Memorandum of Understanding between the Town and the Nature Conservancy. If the application is successful, the Town could receive grant moneys in exchange a perpetual conservation easement of those designated properties. This would result in the permanent conservation of the Nags Head Woods / Fresh Pond properties for passive recreation, while allowing the Nature Conservancy to continue management of the property on the Town's behalf.

Approval of the Consent Agenda records the Board's authorization for Staff to submit an application to the North Carolina Land & Water Fund.

6. Recommendation for FY 2024 / 2025 Lease Purchase Agreement (Attached CA-6)

The Finance Department's attached memorandum highlights the process in selection of an institution for financing the following vehicles and equipment:

Planning F-150 Pickup Truck		44,241*
Buildings and Grounds Bobcat Loader	\$	53,298
Buildings and Grounds F-350 Pickup Truck		54,888
6 Police Vehicles		374,098
Streets Motor Grader		269,650
Solid Waste F-250 Pickup Truck		48,255
	\$	<u>844,430</u>

**Please note: The Planning F-150 Pickup Truck is included on an accelerated replacement schedule to replace a Planning pickup truck that was totaled in 2024 as a result of another driver crashing into the vehicle.*

Staff has recommended First National Bank, which provided a competitive, fixed interest rate of 4.64% for four years. The Finance Department has also included the following budget amendments:

- Budget Amendment # 9 – to record the Fiscal Year 2024 / 2025 lease proceeds of \$844,430.00.
- Budget Amendment #10 – to appropriate funds (\$5,985.00) to cover the financing of the accelerated replacement of the Planning pickup truck.

Approval of the Consent Agenda will record the Board's approval of Staff's recommendation for the lease financing for the purchase of the listed vehicles and equipment, approve Budget Amendments #9 and #10, and authorize Staff to enter into any contracts to finalize the financing and purchase of the items.

Staff recommends approval of the Consent Agenda and a motion would be in order.