

Proposed Agenda
KITTY HAWK TOWN COUNCIL
Monday, October 3, 2022
Kitty Hawk Town Hall, 6 PM

1. Call to Order

2. Moment of Silence/Pledge of Allegiance

3. Approval of Agenda

4. Public Comment. The general public is invited to address the town council on any topic. Please sign up with the Town Clerk. When your name is called speak into the microphone at the lectern. Please limit comments to 3 minutes.

5. Consent Agenda. Items on the consent agenda are considered to be non-controversial, routine in nature or items not requiring a presentation to or discussion by the town council in order to consider the item(s). Any item may be removed for discussion by council or by any member of the audience who wants to hear the item presented and discussed.

a.) Approval of September 6, 2022 Council Minutes. *(An approval of the consent agenda will approve these minutes.)*

b.) FY 21-22 Budget Amendment #5. This amendment, in the amount of \$41,799.00, is to appropriate funds to purchase a vehicle for town hall administrations services. *(An approval of the consent agenda will approve this amendment.)*

c.) Purchase of Vehicle for the Town Administrative Staff - Due to the limited availability of new vehicles and lengthy delays with NC State contracts, we request authorization to purchase a vehicle "off the lot" at a cost of \$41,799. Administration currently has one (1) vehicle that is ten (10) years old. A sedan was purchased in 2019 and was involved in an accident and was not replaced. A 12-year-old sedan that was formerly assigned to administration replaced an existing Fire Department administration vehicle that was auctioned on GovDeals. It has been determined that another vehicle is necessary for the Administration Department. The replacement does not increase the total number of vehicles in the Town's fleet. *(An approval of the consent agenda will approve this purchase.)*

d.) Acceptance of a Donation. Joe Lamb Realty & Associates, Inc. donated \$100 to the fire department. The fire chief is designating the donation for training. *(An approval of the consent agenda will accept the donation and its use.)*

e.) Resolution Authorizing the Town to Refund Overpayments of Occupancy Taxes. Dare County discovered some campgrounds remitted overpayments of occupancy taxes and the town desires to refund back to the county overpayment of these funds. *(An approval of the consent agenda will approve this resolution.)*

f.) Building Demolition Contract. The Public Works Director requests authorization to enter into a contract with East Coast Demolition for demolition of portions of the recently purchased building at 5200 N. Croatan Highway. The cost of the project is approximately \$167,450.00 *(An approval of the consent agenda will approve this request.)*

g.) Lease Agreement with Bear Drugs, Inc. The current tenant, Bear Drugs, would like to continue renting Suites 10 & 11 in the building the town recently purchased at 5200 N. Croatan Highway. The rent is \$69,932 annually and \$794.45 a month for maintenance of the common areas and operating expenses. The lease terms and amounts are consistent with the former lease holder Pasquotank County. *(An approval of the consent agenda will adopt this resolution.)*

h.) 2023 Meeting Calendar and Town Council Meeting Dates Resolution. The Kitty Hawk Town Council regular meeting is the first Monday of each month at 6 p.m. If that first Monday is observed as a town holiday the meeting will be rescheduled for Tuesday or the following Monday. When the Dare County Board of Elections is using the Smith Room for an election following a council meeting, the council meeting will begin at 5:00 p.m. The resolution also adds a tentative January 30th Capital Improvements Plan workshop and a Budget Workshop on April 24th (both at 9 a.m.) *(An approval of the consent agenda will adopt this resolution.)*

6. Items Removed from the Consent Agenda

7. Planning:

a.) Town Code Amendment. Sec. 16-1.- Selling goods on public property; Sec. 18-11.- Outdoor events and gatherings. Staff is proposing amendments to ordinances regulating itinerant merchants and permitted outdoor events.

b.) Schedule Public Hearing. Text Amendment: 42-419(7), Standards and requirements, Planned Commercial District overlay. Applicant proposes to amend the maximum building height in a PCD from 35 feet to 45 feet in height. (It is requested the hearing be held November 7, 2022.)

8. New Business:

a.) Lease Agreement with the U.S. Post Office/Bath House Parking Expansion

9. Reports/General Comments from Town Manager

10. Reports/General Comments from Town Attorney

11. Reports/General Comments from Town Council

12. Adjourn

***To Watch via Livestream on YouTube:**

Go to: <https://youtu.be/fv2tudAXMA0>

*The meeting will also be available to watch on the Town's YouTube channel on demand the next day:
<https://www.kittyhawknc.gov/town-videos/>

***Send Comments/Questions Via Email:**

Send comments or questions to: info@kittyhawktown.net. If you would like your question or comment read at this meeting, please send it by 3:30 pm on Monday, October 3, 2022 and note that you would like it to be read at the meeting. Be sure to include your full name and address. Please keep your comments to three minutes.