

Proposed Agenda
KITTY HAWK TOWN COUNCIL
Monday, November 6, 2023
Kitty Hawk Town Hall, 5 PM

1. Call to Order

2. Moment of Silence/Pledge of Allegiance

3. Approval of Agenda

4. Presentation

- **FY 22-23 Audit/Jonathan Dail - Johnson, Mizelle, Straub & Consolvo, LLP**

5. Public Comment. The public is invited to address the town council on any topic. Please sign up with the Town Clerk before the meeting and when your name is called, come forward and speak into the microphone at the lectern. Please limit comments to 3 minutes.

6. 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 October 2, 2023 Regular and Closed Session Council Minutes.
(Approval of the consent agenda will approve these minutes.)

b.) FY 23-24 Budget Amendment #4. This amendment, in the amount of \$97,010.00, shows encumbrances/open purchase orders as of June 30, 2023. *(Approval of the consent agenda will approve this amendment.)*

c.) FY 23-24 Budget Amendment #5. This amendment will transfer \$289,000 from the Capital Reserve and appropriate \$31,000 from the Fund Balance for a total of \$320,000. This amount represents the 20% of \$1,600,000 needed to make a payment to the Department of Transportation for the sidewalk/multi-use path project from Wal-Mart to JeJac Drive. *(Approval of the consent agenda will approve this amendment.)*

d.) Position Reclassification – Office Assistant/Receptionist to Administrative Planning Assistant. With the additional duties and skills required for this position, staff recommends a reclassification from Grade 55 to Grade 59 as well as a change to the title. *(Approval of the consent agenda will approve this recommendation.)*

e.) Public Relations Coordinator/Town Clerk. With the additional duties and skills for the town clerk, the staff is changing the title of the position. *(Approval of the consent agenda will acknowledge this change.)*

f.) Town Fee Schedule Update. The fee schedule for the town needs to be updated to reflect new prices for the following items: License plate \$7.50, Trucker hat \$17.50, and Baseball hat \$12.50. *(Approval of the consent agenda will approve this update.)*

g.) Resolution for Property Parcel #18292000. The Merrill family would like to donate to the town their ocean front property located at 3809 N. Virginia Dare Trail, parcel #18292000. The tax value is \$800. *(Approval of the consent agenda will approve this donation.)*

7. Items Removed from the Consent Agenda

8. Public Hearing

a.) Text Amendment: Sec. 42-414.- Proposed amendment would define and allow mini-warehouse storage facilities as a special use in the Planned Commercial Development overlay districts. *(You will have 5 minutes to address the council during this public hearing.)*

9. Possible New Business

10. Reports/General Comments from Town Manager

11. Reports/General Comments from Town Attorney

12. Reports/General Comments from Town Council

13. Adjourn

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

Go to: <https://youtube.com/live/uzvDAWDAwzQ?feature=share>.

*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:**

You may always send comments or questions at any time to info@kittyhawktown.net. If you would like your question or comment read at this meeting, please send it by 2:30 pm on Monday, November 6, 2023 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.