



Minutes
KITTY HAWK TOWN COUNCIL
Monday, August 4, 2025
Kitty Hawk Town Hall, Smith Room
6 PM

1. **Call to Order**
2. **Moment of Silence/Pledge of Allegiance**
3. **Approval of Agenda**
4. **Presentation**
 - a) **Dementia Friendly Coalition for use of the former KHPD Building**
 - b) **Beach Nourishment Presentation by Adam Priest**
 - c) **Recreation Committee update**
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 discuss by the Town Council in order to consider the items(s). Any item may be removed for discussion by the council or by any member of the audience who wants to hear the item presented and discussed.
 - a) **Approval of July 7, 2025, Regular Session Council Minutes** – Approval of the consent agenda will approve these minutes.
 - b) **Kitty Hawk Emergency Operations Plan**
 - c) **Fund 41 Interest Earning Distribution FY 2025-2026**
7. **Items Removed from Consent Agenda**
8. **Planning**
9. **New Business**
 - a) **Operating Guidelines for High Quality Government**
 - b) **Plans for the Old PD Building- 722 W. Kitty Hawk Road**
10. **Old Business**
 - a) **Zoning Text Amendment – Sec. - & Residential district regulations.** Clarifying language related to lot coverage, lot coverage physical area, and permeable pavement.
11. **Reports/General Comments from Town Manager**
12. **Reports/General Comments from Town Attorney**
13. **Reports/General Comments from Town Council**
14. **Adjourn**

Council Members Present:

Mayor Craig Garriss, Mayor Pro Tem Jeff Pruitt, Councilman David Hines, Councilwoman Charlotte Walker, and Councilman Dylan Tillett.

Staff Members Present:

Town Manager Melody Clopton, Finance Officer Liliana Noble, Police Chief Mike Palkovics, Fire Chief Mike Talley, Public Works Director Willie Midgett, Administrative Services Director Laura Walker, Acting Town Attorney Starkey Sharp

Staff Members Absent: Public Information Officer/Town Clerk Lauren Garrett, Town Attorney Casey Varnell



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1. Call to Order

2. Moment of Silence/Pledge of Allegiance

3. Approval of Agenda

Garriss: I'd like to recognize and introduce our guest attorney tonight, Mr. Starkey Sharp, a member of the Kitty Hawk family. It's always good to see you, sir, you're welcome back anytime.

Sharp, Starkey: Good to see each of you, sir. Glad to be here, Casey's doing okay, but he had something that he had that took him away here. So, I'm going to stand in again. Always like joining you.

Garriss: Good. Thank you, sir. Thank you, Council. I need a motion to approve tonight's agenda, please.

Pruitt: So, moved.

Garriss: Motion made by Jeff. Second?

Walker: Second.

Garriss: Second by Charlotte. All in favor?

All Council: Aye.

Garriss: All opposed? None. Thank you. Okay, we've got a number of presentations here tonight. The first one is dementia friendly coalition for use of the former Kitty Hawk Police Department building. I think Mr. Jan Collins is coming up and I ask that you speak directly into the microphone so we can be sure to pick you up, ma'am. Okay.

4. Presentation

a) Dementia Friendly Coalition for use of the former KHPD Building

Collins, Jan: Thank you, mayor and town council members, for the opportunity to speak this evening. I am Jan Collins, president of the Dementia Friendly Coalition. I am going to read our inquiry proposal that you were all given last week. The Outer Banks Dementia Friendly Coalition is a public nonprofit charity dedicated to supporting caregivers and individuals with dementia. Our mission is to educate, advocate, and build a more inclusive and compassionate community for those affected by memory loss. Today, nearly 7 million Americans are living with Alzheimer's, a progressive mind-altering condition with no known cure. This year, an estimated 900,000 people will develop this disease, which is likely to affect individuals we know, including our friends and our loved ones. The need for community-based support and education has never been greater. You may have seen our purple sea horse on the doors of local businesses and restaurants. This symbol indicates that employees have completed our dementia friendly certification program which trains them to understand the unique needs of customers with memory loss issues and how to provide more supportive experience to all. Through those efforts of dedicated volunteers, the DFC has provided dementia awareness and response training to restaurant staff, bank and pharmacy employees, police, EMS, and public safety workers, visitor center, and hospitality teams, veterinarians to be alert for signs of confusion in pet owners. This training empowers caregivers to confidentially take their loved ones into the community without fear of misunderstanding or embarrassment. It also ensures that our public-facing workers are prepared to respond with empathy and care. We currently operate two day-out programs which mean a meeting twice a week for three and a half hours. Each session serves 9 to 12 individuals with dementia, offering them a safe, engaging environment for social interaction. In total, we serve 60 participants per month. These structured gatherings not only bring joy to our participants, but they also provide caregivers with a much needed and deeply appreciated break. In addition, we host a monthly caregiver support group on the second Wednesday of each month from 2:30 to 4 at the Baum Center. These meetings typically draw four to nine caregivers, creating a trusted space for sharing, encouragement, and connection. It is often the only time caregivers can speak openly about their



experience and gain strength from others who understand. The Outer Banks is also home to North Carolina's dementia friendly hospital where trained volunteers are dispatched to stay with memory impaired patients, giving caregivers a reprieve and ensuring patient safety. Our Outer Banks hospital has even helped train other hospitals across the state. We also partner with Officer Julie Hanner of the Kill Devils Police Department who leads Project Lifesaver, a 24-hour locator service for individuals with dementia who may wander. Visitors with Project Lifesaver transponders can register locally and continue coverage during their stay here on the Outer Banks. We have equipped Manteo and Kill Devil Hills libraries with backpacks that can be checked out by families caring for loved ones. We do quarterly seminars to educate the community on care of the aspects of the disease. While we are proud of all we have accomplished, the biggest barrier to expanding our reach is clear. We need a home. We need a permanent accessible location where caregivers in crisis can find us and get immediate support, where our day out program can safely operate and store materials, where volunteers and staff can coordinate services and outreach. Our sea horse logo can shine as a welcoming sign of hope, visibility, and belonging in the Outer Banks community. This is why we are proposing that the former Kitty Hawk police station become the new headquarters for our dementia friendly coalition. The building layout is well suited for our needs. With the front partition removed, the large meeting room would become an open area approximately 25 by 35, ideal for group activities and gatherings. Just imagine a movie night or spaghetti dinner night for caregivers with their loved ones. We understand there would be a cost associated with removing the partition, but this modest improvement would significantly enhance the functionality of the space. The building also includes multiple office rooms, a functional kitchen, storage area, and two bathrooms, offering both privacy and accessibility to those we serve. While the property lies in a flood zone, we understand the town currently maintains flood, wind, and hail insurance and that occupancy may help lower those costs. We are also exploring cost sharing partnerships with other non-profits and local town councils to support the building's ongoing use. A win-win for Kitty Hawk. This proposal is more than a real estate request. It is an invitation to reaffirm Kitty Hawk's commitment as a family centered inclusive community. By offering the former police station as our home base, you would be helping hundreds of caregivers and loved ones' access critical services and a welcoming environment right here in this neighborhood. Imagine Spring Arbor and Peak Resources bringing their memory care residents for a joyful day out. Imagine a caregiver walking in overwhelmed and finally finding support. Imagine a new generation growing up in a community that embraces compassion and care. On behalf of the Outer Banks Dementia Friendly Coalition, thank you for considering this inquiry slant proposal. We believe this partnership has the potential to make Kitty Hawk a model town in how it supports its aging residents and the caregivers who walk beside them every day. We are grateful for your consideration and hope that together we can build a stronger, more compassionate community for all who call Kitty Hawk home. And I just want to say thank you to all the people who came tonight to help support what we are trying this initiative.

Garriss: Okay. Thank you, Miss Collins. Great presentation. As you know, Ms. Collins and those in the audience, this is on our agenda for later tonight to toss around and discuss ideas for the police station. So, we would take this into consideration. Council, do you have any questions for Ms. Collins while she is here? Okay. Thank you, ma'am. Good job. Beach nourishment, Mr. Adam Priest. Good to see you again, sir.

b) Beach Nourishment Presentation by Adam Priest

Priest, Adam: Good evening, everyone, Council, Mayor. My name is Adam Priest. I am a coastal engineer with Coastal Protection Engineering from Wilmington North Carolina. So tonight, I'm going to talk to you about three optional items or tasks that were included in the proposal that we provided the Town back in July. Now I am going to provide you with some more information that kind of gives



you a better understanding of what those optional items are before we do that, I wanted to kind of go over some commonalities between the 2017 and 2022 projects and this upcoming project. So, there's some commonalities and some differences. So first, the extent of the projects is going to be the same, there's no change. It'll be the entire town. We use the same borrow area that we've used for the last two projects, and we're also looking at adding some additional borrow areas. Field density may increase for some towns if they choose to look at going to a seven-year maintenance interval. The time of year will be the same. Typically, we permit these projects for the entire year, but dredgers target the May to September because of the weather here. It's just easier to work offshore here in the Outer Banks in the summertime. We expect the fill volume to be the same or close to the same for this upcoming project within the range of the past two projects. In the 2022 project, we did some dune repairs to the Kitty Hawk project. We didn't construct dunes in 2017. We built a starter dune, but as you all know, if you've been out to the beach, that starter dune has grown into a well-looking dune, a fully vegetated, robust dune. One thing different about this project is the inclusion of a potential storm berm, which is the third optional item that I'll talk about tonight. So, just to refamiliarize yourself, this slide shows the overall project area. On the bottom there, you can see the project areas. That red dashed line, that's the line separating state waters and federal waters. that's three miles out, three miles offshore. In the upper right-hand corner, that red polygon, that's borrow area A. That's where the sand came from for the last two projects. Now, from the regional sand source investigation done over the past two years, those polygons that are outlined in white, those would be additional areas. We did find some areas, and I'll go over those D6 and D7 that expand borrow area A. They're connected to it but they add volume to it. Then those other borrow areas are closer to some of the projects which would reduce some of the costs for project. The dredges must go so far offshore to get it. If you look in the far left, there's another borrow area that we're looking to permit. That one's closer to Duck. So, the same thing, they would be closer. They wouldn't have to get sand all the way from off Kill Devil Hills. They would have some sand closer to them. So, the first two of the three optional items are in task two. So, the borrow area permitting there were some concerns by DCM. These tasks that you see here were the same tasks that were performed in 2021 to evaluate the borrow area. So really these two optional tasks are in case the DCM has concerns again that you will have these optional items. If the board approves these optional items, we won't implement them unless the DCM comes back and says they have some concerns. We don't know that they will, but rather than submitting a new proposal with these at their request, we decided to include them for your consideration. So again, if you do approve them, we won't do them unless the DCM comes back and says we have some concerns about material in the borrow area. So going on to that. This slide shows on the left is a bathometric survey of borrow area in 2021. We did this survey and on the right is a comparison of the post construction survey from 2017 and 2020. Those red and blue areas you see, the red areas are places where the elevation in the borrow area dropped. They lost elevation. The blue areas that you see there are basically depressions that fill in. So those elevations rose. The DCM had concerns that those depressions had filled in with potentially incompatible material. They thought that if we dredged here again, we put material that wasn't good for the beach. They asked us to do additional evaluation to look at look at the material that filled in those areas. On the left-hand side, after the survey the DCM asks, we went out and took samples from the surface and then we also did vibrocore basically going down into the shoals and collecting sand samples. We analyzed those sand samples just like one of the tasks the optional tasks it showed all sand but one of the other concerns was this stuff was infilling and we're like we it doesn't look like that. On the right-hand side you'll see basically that there's two graphs, one from 2017 and one from 2021, that yellowish area that's in the upper left or you know kind of left and up that's the higher area of the shoal. So, in 2017 as you can see it was a little bit further northwest, and in 2021 it had expanded. Well, that cross-section on the bottom, the green line you can see that's from 2017. You can see where the shoal stopped, but then



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four years later, you can see kind of how that shoal had moved and progressed. So, what we were seeing wasn't infilling. So, those depressions weren't getting filled with material. The shoals were moving. So, all those shoals complexes had moved somewhat over the four years to the southeast. So, we provided the DCM with the data. They were okay with that and were able to permanently borrow area A. So, these items that we're asking for are optional in case DCM has those same concerns, we can go ahead and move forward and get additional data to provide to them. But if they don't have concerns, if they're satisfied with what we did last time, we won't need to move forward with them. So again, just to kind of reiterate that task A is the survey and collecting of the sand samples, but we won't analyze them. We'll have them in case the DCM says anything. If they do have concerns, if needed, then those two optional items 2B and 2C, which are to analyze the sand samples and go and collect the vibracores, that would be additional. As I said before, or reiterate, if you approve it, we won't do anything unless the DCM says that they would like additional information. So, those are the first two. The third one is task three, engineering design. So, this is a Kitty Hawk only task because the other towns have good dune systems and we have built engineered dunes for those projects. But in Kitty Hawk, you remember in 2017 there were some space constraints and budget constraints. So, the idea we came up, we didn't want to just build the berm and not build the dune because you could see you if you drove down Highway 12, you could look underneath the houses and see the ocean. So, we came up with this idea of the starter of the dune. Basically, a baby dune was just we pushed up a mound along the entire project and since 2017 as you guys know that dune has grown significantly. It's vegetated. It looks great now and that was a big deal. They couldn't do the full dune and it's grown naturally. So we don't have to do this optional item. So this is in case the Town would like to basically re-evaluate how the beach is now. So in 2021, we did this same analysis. We looked at how the beach was in 2021 compared to 2014. And this would be basically updating that analysis to see now that the dune has grown even more since 2025. We could re-evaluate the dune, see if there's even more protection now. Then if the Town wanted, we could look at some different designed dunes, some scenarios that I'll talk about more that would add even more protection. So, I just want to walk through some kind of photos. Let's just take you back in time a little bit. This is from 2014, it's near Bennett Street, but as you can see this house and you can see the Kitty Hawk Pier in the background there, but there were no dunes. If you have all been here for a while, this probably looks very familiar to you. But at this time in 2014, there were no dunes along the area. Again, a little bit further south, Black Pelican, that's the Pelican's Perch there on the right. But this area of Highway 12 was undermined due to erosion. There were no dunes there. This is back in 2015, so that that was an issue. Then a little bit further south here, this is probably a photo that, you know, everybody that's been here a while can remember driving along Highway 12 and being able to just see the ocean right just past these houses. So, that's kind of where we were in the past. Now, back in 2017, this is the construction of the starter dune. It was basically just a beach push; there was no design for it. There was no crest width or anything. It was just a mound of sand that would create a speed bump for any sand being blown along to trap it there and then the sand fence was added and vegetation, but this is just kind of what it looked like kind of making the sausage. When it was all done, this was a picture of the starter dune on the left-hand side. So, I'm standing there. It's maybe shoulder head high at the time, which if you had been to Kill Devil Hills or Duck and seen the dunes that were constructed, this is a lot smaller, but you know, we had this idea. We wanted to put something there that could grow and at least provide a little protection during high water but since then we've seen, you know, a dramatic expanse. So this is from the same photo or the same viewpoint as where the road I just showed you was eroded and undermined. So this dune now, I'm sure if you guys drive down Highway 12 and you know this is a very high dune now and there's a lot of sand there that that was not there nine years ago. This is in 2022, and it looks even better now, this is from the air. So this is a drone shot from this past June. This is that same section where Highway 12 was eroded out and now there's a



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large dune sitting there and that all started with a starter dune and sand fence and vegetation. We've seen just that big increase with these projects of adding sand, the dune catching and just naturally building up on its own. So this is that photo again, but I want to show you this is the before and this is the after. So that red arrow is pointing to the same point on that window. But I took it this afternoon when I got here before the meeting. And just to show you the stark difference between 2014 and now 2025, nine years later, with two beach nourishment projects. As you can see on the right there, sand fence is buried. There's probably another section of sand fence below that that's buried. So it's been successful. I showed this project this photo earlier. I took this today and now as you can see you know that that dune is built up. It's in front of that house and provides that protection. No longer can you see the ocean there or when there was high water, there was water coming underneath these houses. That's not the case anymore. I walked around to the beach access so I could kind of see the front and show you a different perspective. And really, here's the same thing. You're looking at a beautiful vegetated natural dune that just started with a mound of sand and has grown naturally over time with the help of sand fence and vegetation. So, this plot here really shows at this one section in Kitty Hawk. The shaded yellow was the start of business. So that was what was constructed in 2017. The orange shaded area, that black line, that's the 2020 profile. So three years following the construction of the project. You could see just how much in those three years, how much the dune has grown. And this really was the catalyst to kind of look and re-evaluate how much storm protection that starter dune is providing. So in 2021 we did a lot of analysis like we're proposing today is that basically in 2014 we evaluated and showed the number of structures that were vulnerable to a storm like Hurricane Isabel. So in 2021 we did that same analysis for the 2020 conditions and compared them and what we saw was a 44% reduction in the number of structures that were considered vulnerable. So from 2014 to 2020, you had the 2017 project and the starter dune, but just with that starter dune and the beach project, it was a reduction of 44%, so in addition to that analysis, in addition to re-evaluating the conditions in 2020, we looked at several different scenarios. So several different design dunes. One was building a dune up to elevation plus 15, one was building up to 18. So we looked at, kind of a medium size and a large size, both 20-foot-wide crest and a one on five slope. We wanted to see how that would impact in addition to the current conditions but adding that dune in 2020 conditions and we did see some additional decreases, 23% with the 15 feet elevation dune up to 66%. But at 66%, it decreased by 66%, but it was almost \$1.4 million for the dune and this is this is along the entire town. So this would have been building a dune along the entire town of Kitty Hawk. That price tag was steep. We looked at some additional scenarios instead of through the entire town. We looked at just sections where there was a high density of vulnerable structures. So looking at those 70 where they were and trying to build dunes to see if we could, you know, reduce the number of structures that are impacted, and we did. We saw a 56% increase and we looked at two sections. One about a 7,000-foot section north of Wilkins Street and another 2,000-foot section between Kitty Hawk Road and White Street, one of the other things we did in this analysis, the resource agencies came back and said that they wanted us to steepen the dune. So, there were some concerns that sea turtles with the dune that we were proposing the one on five and sea turtles wouldn't know the difference between the beach berm and the dune that it was too flat. So, they wanted to steepen up the dune so that the turtles would know, hey, if we're going up, we're probably need to turn around and stay on the beach. In order to do that though, we wanted to keep the volume similar to be able to compare different scenarios, apples to apples, so we made it a little bit wider. We did see a 46% decrease, both of those scenarios were roughly \$820,000. So this really provides just kind of a breakdown of that analysis that was done before the last project before the 2022 project shows the different alternatives but ultimately what ended up being constructed there on the last row. Obviously sand fencing was involved but then there were repairs to two sections of dune, the 800-foot sections, I think it was the Sea Dune town homes there and then another 450-foot section right at the border with Kitty Hawk and Kill Devil Hills. We



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just did those two sections. The cost was \$291,000, but that repaired some dunes in areas where they were low and then added the sand along the entire area. That's exactly what we're proposing now for this project. It's not required the Town to do it, but it would basically re-evaluate where we're at now and then look at whether there are ways that we could either provide more protection along the entire town or look at sections maybe that aren't performing as well and provide some additional protection there. One thing that we don't want to do, so this is a recent photo, and I wanted to show the vegetation in the dunes. When you go out there, the last thing you want to do is disturb the dune and disturb the vegetation that's helped these dunes grow. It's important. The vegetation catches the sand. The sand fence deteriorates over a while, but the vegetation can keep up with the sand and help grow. So, these two photos here just show a healthy dune and healthy vegetation. So, if we do look at if you do approve this option and we look at you know, doing some different scenarios, we don't want to cover what's out there. We want to basically work with it, complement it, but basically allow the dune to continue to grow on its own without being disturbed, without messing up the vegetation. So I showed you this slide earlier, it shows the growth from 2017 to 2020. So this is an updated profile. So what you're now seeing is the growth. This is the same location, but instead of from 2017 to 2020, now we're going from 2017 to 2025. You can see that additional growth from there to there, you know, over the course of these projects. Again, no sand was placed in the dune as part of these projects. Other than that starter dune, what you see there shaded in yellow, all that other sand has built up naturally over time. This is what we saw in 2021 that that build up. We thought that we'd include the same analysis we did to re-evaluate the current conditions and then look and see if we could add any more protection. If you guys have been involved with these beach projects, you've seen these slides before. This is looking at a time period. So it's at the end of the maintenance interval. So in 2017 we built the project. The end of the maintenance interval was 2021 right before the next project. So by that time we expect the advanced field that we place is supposed to erode over that over that time that's gone. All we're left with is the design beach and the starter dune. As we've seen the starter unit has grown as of 2021. So the next project in 2027 we have the option, or the Town has the option of just doing the advanced fill. Basically rebuilding the berm out like last time, maybe repairing some dunes, not building anything new, but repairing some and then adding that advanced fill for the next nourishment interval. We could do this analysis and one thing we're proposing is what's called a storm berm. So I would like to give the analogy that you know your beach is like your checking account. So there's daily transactions. The waves come, they take some, they bring some, but that's day-to-day currents and tides. What you're doing is more like your savings account. So, in case there's an emergency, your checking account gets emptied. You've got that savings account that you know that cushion there. Well, the storm is, and I couldn't quite think of the analogy like what it would be in terms of finance. But what it does, it provides additional storm protection because it's a higher elevation, so it would prevent high water events from coming, but what it also does, it provides a source of sand for the dune to continue to grow over time. This is a long-term feature, we expect it to be there. We don't want to cover the vegetation, but as you know, conditions change here, that storm berm will feed the dune while also providing additional storm protection. It would go in front of the dune. It wouldn't come up it wouldn't cover the beach. We wouldn't put vegetation or sand fence on it. This would just be like a step to raise the elevation to keep that high water from coming to the accesses or even eroding the toe of the dune, and then also we're not burying the vegetation. We want this. So, this would be additional volume of sand that could help grow the dune over time. Any questions? That was kind of fast.

Garriss: Any questions?

Hines: I have a couple if you're finished.

Priest, Adam: I have the last slide. I wanted to provide the schedule. This is just kind of in the beginning. We're in the early stages of the project initiation, the borrow area development, but the key time frame on there is August 2026. So, that's important to be able to put the solicitation out to the dredgers to give them enough time to get this on schedule. And we've seen in past projects that the earlier we can get that to them, the better prices we can get because their calendars fill up quickly and if we give it to them too late, they're already booked up. It's either going to cost a lot more or you must postpone the project. So, that that's the big one. That's the big date we're trying to hit right there. Other than that, I can take any questions.

Garriss: Thanks, sir. David?

Hines: The original borrow pit that we had, that had a shelf life on it, correct. We could just keep pulling from it forever and ever and ever.

Priest, Adam: I failed to mention there, the last survey we did, there was a little over million cubic yards left in borrow area.

Hines: And so these new areas that you found weren't there before. Mother nature created them. I mean, why did we not use them before if they were there and go further to save the town money at that time?

Priest, Adam: So, basically borrow area A and borrow area C were the low hanging fruit. They were the largest areas, had the best material or you know the comparable material and provided the easiest access. Dredgers want long straight areas that they can just go they don't have to do a lot of turns but obviously we did a more in-depth this regional sand source investigation. We looked at a lot of areas and we found these additional areas. Part of it too is the collection of vibrocore data. So there's certain spacings and we were able to expand that spacing for the regional sand source investigation that's been going on for two years able to look at some other places in higher detail than they were before.

Hines: So, that 10 million does that split between the Kill Devil Hills and Kitty Hawk line or is that all going to Kitty Hawk or how does that work?

Priest, Adam: Yeah, that 10 million that's in there now would primarily be for I think in in because we're finding we found another borrow area closer to Duck that much of that sand would be for the Southern shores, Kill Devil Hills, and Kitty Hawk but that borrow area was used for Duck as well. So maybe they would use the borrow area for portion and then they would use E1 which is the northern bar area just like they did in 2017 with borrow area C.

Hines: This may not be a well-received statement but with Southern Shores being a private beach I mean you're saying they have private, they have their own sand that they're pulling from their property on over or is it coming from the original?

Priest, Adam: Yeah, it's coming from the original one. Yeah. Well, once you go in the water.

Hines: I understand federal state lines and all that. Yeah, I understand.

Priest, Adam: Now, there are some differences between the sand in Southern Shores, the grain size versus the other ones. So, in 2022, there was an area of borrow area A that had a larger grain size that was more applicable to Southern Shores beach. That was kind of set aside for them because it was larger, kind of fitting their beach better. Kitty Hawk, Kill Devil Hills, and Duck have slightly smaller grain size. There was an area of borrow area A for Southern Shores because their sand is a little bit larger.

Hines: When it mixes like that is that it's not normal, right? I mean even under mother nature time somewhere storms.



Priest, Adam: I don't know. I would say it's probably more unique to the Outer Banks because of the wave energy you have here, and you know subtle differences and change in the coast. When I saw it initially back in 2017 or earlier when we were doing this I was surprised at the variation along the coast. There is a definite difference. Just even the nearshore up in Duck with the larger cobble size gravel up there which you don't see further south here and certainly even in Currituck County we survey up there as well and those beaches are different as well. It's kind of unique to have, you know, this area be one long beach but have such differences in the grain size.

Garriss: All right. Thank you very much. Thank you, Dave. Dylan, any questions? Jeff?

Pruitt: Let me get this correct. Supplement, the virbacores, the \$10,507, is that optional to the Town? Is that what you're saying?

Priest, Adam: Yes, sir. The reason I included that cost there is that we were still waiting for some quotes when we submitted the proposal to the Town and we got the quotes back. So that was a cost that Liliانا didn't have. We provided it to her last week. But that would be an option that if approved, we would only implement that option if the Department of Coastal Management said, "Hey, we're concerned that there are some issues out in the borrow area." again, right? We don't know that they're going to do that. We felt like, well, I mean, we addressed those concerns last time and they permitted the borrow area. I would be surprised if they had the same concerns again, but rather than us providing a new proposal, we figured we would add them as options and then would be approved.

Pruitt: Very similar to the troling that we did. Yes, we had the option to not go in but run a risk of delays if they didn't. So, we went ahead with the troling to make sure that we didn't have the delays.

Priest, Adam: This very it's a little bit different but yes sir. Yeah, we're providing these in case something changes between now and then.

Pruitt: The starter dune, is that an additional cost to the Town?

Priest, Adam: The starter dune is already there. We would do the same thing we did in 2021; we would look at these different scenarios and then we would provide them to the Town to consider. So in 2021 we provide them all and the Town decided not to go with any of them and just repair two sections and do the sand fencing. So, we would do the same thing. We would show you the breakdown of how it increased your protection, you know, by this much, you know, if we did this, if we did a dune along the entire town or if we did the storm berm, you know, in a 2,000 foot section here to protect, you know, these vulnerable structures and a 3,000 foot. We would give you all that information and it would be the town's decision then whether a go or no go.

Pruitt: That's a cost solely on the Town. That wouldn't be divided into the beach nourishment total project.

Priest, Adam: Correct.

Pruitt: Okay, and so you're going so what you're saying is you're going to submit to us with the areas or what you think is needed and then we decide whether and you're going to provide us with the cost analysis of that.

Priest: We would show you what we analyzed and what we looked at and then just like in this, the scenarios we looked at the board at that time they said we want to do something different. That's what we would do.

Garriss: Thank you, Jeff. Good questions, Charlotte?

Walker: The timing of your project is awful. I really have a real problem with interrupting our guests.



But I guess that's the only thing you can do.

Priest, Adam: Yeah, it comes down to a lot of it. Well, safety is one thing, you know, being it's typical, these projects are done in the wintertime because of the environmental window for turtle nesting and the state is very serious about that. We provide a lot of information to them before the 2017 project to get the summertime dredging. It was not something that they did lightly but as you know from the Outer Banks in the wintertime, trying to work offshore is problematic at best. We try to minimize the disturbance as much as possible, but it is a disturbance for sure.

Hines: So I'm going to have another comment to make. There are certain areas of Kitty Hawk, like I'll use the Black Pelican area as an example. That's a real tricky erosion section there. When you do your analysis, would you come in and say as an example? Like we recommend that you do I don't know a more volume of sand in this area but less over here. Could it be different the whole way down?

Priest, Adam: We would separate it into so the design for Kitty Hawk to this one here. So the design for Kitty Hawk to provide protection originally calculated there's a 60-foot berm width. So that that right now is part of the town's design, a 60-foot-wide berm. Now during construction, we widen that berm even further with the advanced fill. That fill is the sacrificial sand that erodes over the five years between projects. We could do, we look at rebuilding that design berm, but then if there are areas like there at the Black Pelican that needed some additional sand, we could look at doing the storm berm there in front. So we would keep the design the same, but we would add additional protection on top of it.

Hines: Well, I mean, there's certainly areas that I've driven up and down the beach many times, from one end to the next. And just like anywhere else, there's certainly hot spots. There are, right? So, there's no question that it's working, but what have we done in the past? And you don't have to get into it tonight, but I'd like to know the data on what we've done before compared to what we're doing next. As far as those hot spots.

Priest, Adam: So, one of the things we looked at is, you know, adjusting the configuration. So, we had some additional sand, placing some additional sand in those hot spot areas. The reason there are hot spot areas is because the depths are deeper, closer to shore. There are these old paleo channels that are there that allow the waves to get in closer to shore there. We've set up a model for the 2022 project, the numerical model that we can model the currents and the waves and it kind of gives us an idea of how different configurations perform and through that we can tailor it.

Hines: Well, you know it's interesting because guys like Jeff and I have surfed all our lives here, you know sandbars come and go but there there's the ocean floor has things that keep it the same. That's the information I'd like to know moving forward on certain areas that we may want to pay special attention to versus some lesser of the hot spot areas.

Priest, Adam: Oh yeah. I can certainly get that in the reports. We talked about the hot spot areas. We surveyed this past June. We did a multi-beam. So basically what they are is you know the relic inlets that came through. And you're right, the geology for those areas, they hold the same regardless and so they do change the dynamics in those areas which create the hot spots, and we take that into consideration when we do the designs. But we can show you, you know, what we've looked at and how we've tried to adapt to make sure.

Hines: I think where I'm going with is some people are really against beach nourishment. Now they see that it works. I think people are more than happy to spend the money. Nothing's guaranteed, but it's easier to spend somebody's tax dollars on an area that we feel confident would work.

Priest, Adam: Yes, and there's reasons that will be detailed in the engineering report for everything



that's done.

Pruitt: I think there has been extra sand added in that hot spot right that we're talking about at the Black Pelican in the last project I believe. I can't remember the details but I believe that there was an area that didn't need as much and so they shifted it and used it for that area.

Priest, Adam: We did the same the same thing for the town of Duck. We had high losses. We try to look at each project separately and evaluate how we can make it more efficient. How can we make the sand last longer. If we put the extra sand in the center, does that hold longer? If we put it at the south end, does that hold longer? We do the same thing for all the towns. Kitty Hawk is unique because of those hot spot areas. You don't have those in Southern Shores or Duck, Kill Devil Hills has them as well, but Kitty Hawk really has those areas. We try adaptive management and try to make sure when we're thinking about the design, we're considering those areas and how they have a higher erosion rate than others.

Hines: I don't get hung up on it tonight. I'd love to pick your brain some other time outside of here because there's a bend right there that heads towards Southern Shores. I wonder if that's what helps create Kitty Hawk off to get pulled on harder.

Priest, Adam: I don't know. I mean, yeah, we can definitely provide that. But yeah, I'd be more than happy.

Garriss: Anything else, Council? Mr. Priest, thank you, sir. A great presentation. I guess we're just waiting to hear from you on your cost analysis and Council will come together and have a discussion, see what needs to be done.

Clopton, Melody: So, we have consensus to move forward with the cost analysis. Alright. Thank you.

Garriss: Everybody good? Thank you, Melody. Good job, sir. Thank you. Recreation Committee update. Charlotte, thanks for all your participation, hard work on the Recreation Committee. You have all done wonders.

c) Recreation Committee Update

Henriques, Paul: Mr. Mayor, Town Council, my name is Paul Henriques. I'm the current chairman of the Recreation Committee. I'm presenting on behalf of the other members, David Klebitz, Peter Mantz, and Ryan Thibideau, the other members of the committee. Thank you for your time and allowing us to present. So, first off, we've created a trail, Town Hall Trail. It just finished this spring, late spring, early summer, took us a little longer than anticipated. So, it's almost 3/4 of a mile what we have right now. We're calling that Phase One. The trails are off on this side over on that side and we do have a connection on the other side through the power easement. We're looking for next year, later this year, to do Phase Three. Right now, currently we have almost 3/4 of a mile of trail. I welcome all the folks here to go check it out, the uses are hiking, mountain bikes, and horses. It's a beautiful trail; one trail goes out to Hobbs Creek. We've created an 80-foot bridgeway that connects next to Hobbs Creek to another loop on the back side. We've also made a connection over on this side back into a beautiful oak tree that looks back over town hall and it's just beautiful. I suggest everybody checks it out. The trail was created by the committee members, volunteers, Wesley who was generous enough to volunteer as Boy Scout. He got his Eagle Scout by helping us build the bridgeway. I'd like to thank Kip Tabb, who was a member of the committee until he moved to another town and is no longer with us. He was the integral part, the star of the trail. He spearheaded it until it was put on my lap. We got it done. I'd like to thank some other volunteers. Jesse Davis helped, as well as Jeffrey Scott. I'd like to thank Kempsville Building Materials. They donated all the lumber screws and connections and anchors for all the bridge. So great thanks to Kempsville. They're a great partner for us in this Town's expense,



no labor cost, no lumber connection cost, volunteer labor. It was picnic tables, chairs, and tools really. Everything else was done by all of us. So, it's a great trail. We're looking to expand it and we're excited about getting more use as right now when it's like it is now and hot and ticks and chiggers. A lot of folks don't want to go in the woods, but it'll get used a lot more as we get into the cooler months. So, that's the trail update. Back in September of 2023, we did a community survey that we put out, and this is just some summary of some feedback on that on that survey. So, as you can see, the top responders are primarily full-time residents of Kitty Hawk. Top recreational activities, beach or water activities. Number one, hiking and or walking, visiting town parks, biking, running, and jogging. Top recreational facilities, beaches, multi-use paths, parks, Kitty Hawk Woods Reserve, which has a lot of other trails that are accessible also to be used and then sound side access. So, this is a little bit, you know, an idea of what people are thinking about how we're doing recreation-wise. Very satisfied 33%, somewhat satisfied 40%. I think we might be able to do a little better, but we're doing good. Very dissatisfied, very small, somewhat dissatisfied and neutral. I think we're doing pretty good as far as the survey information. Facilities that need improvement, pedestrian paths and trails, southside access and parking, beach access, parking, parks and playgrounds. Part of what we're trying to do committee-wise is pedestrian traffic, bicycle traffic. We're really trying to start to think of ways that we can improve that. So that's representative of where we need to go. Satisfaction with maintenance is primarily satisfied with the maintenance of the trails and all the parks and everything. So that's good. It tells us we're doing okay. Public desired additional activities, more walking and/or biking access, more sound side access, more access to beach and ocean, more family friendly activities, and pickle ball courts. We do hear some folks coming to us about pickle ball courts, so that is something that's somewhat unlike what I said that survey was done in September of 2023. I think we're going to probably think about doing another survey here coming up maybe next year just to see how we're doing the new trail and everything else. But I think that's great information for all of us to use that information and we have used that information. We are a sounding board for the committee or for the community and we like to take in the community's information and input and try to carve our path forward based on that. We really pride ourselves on doing that. So other than that, there are a few other things that we're working on committee-wise. We were thrilled to find out that the Town has been awarded the NC DOT multimodal planning grant. This planning grant will give us basically a pedestrian and bicycle access study. So it'll give us a pedestrian study to study the Town and see where the needs are for infrastructure to promote pedestrian and bicycle traffic. We're really excited about that. Ryan Thibideau has been working on it, he's trying to put together as part of this a presentation for creating either a widened shoulder or a multi-use path that will connect Woods Road multi-use path to not only Moore Shore but ultimately to the new multi-use path that's west side and bypass which was approved the earlier this year I believe. I know our committee is excited about that and the Town is as well. That's going to be an excellent addition to the Town as far as traffic and pedestrian safety. Other than that, we're working on updating the recreation plan, which we just voted on the latest version. We voted to approve that and we're just going to keep chugging along with the work that we're doing. We appreciate all your help and support allowing us to do this trail. It has been fantastic, and we hope everybody enjoys it.

Garriss: Paul, thank you again. We appreciate very much what you're doing. I know myself earlier when you talked about the cost of the Town. We really like to hear that when it's no cost with that volunteer work. We appreciate that and thanks to Kempsville too. That was wonderful what they did. Thank you, Paul. Paul, we got one more. Would you come back up, please?

Clopton, Melody: Can all the recreation committee come up, please? Kip, that's you, too. Come on, Kip. Come on. We wanted to recognize the outstanding efforts of the recreation committee members and Councilwoman Walker for bringing this long-envisioned plan to light. What people probably don't



understand is when Town Hall was originally built in the late 1980s, the concept of the trail surrounding the building was included in the initial site plan. Over time, that vision faded and was nearly forgotten or maybe forgotten. In recent years, our community has increasingly expressed a desire for more trails and recreational spaces. A couple years ago whether it's a fortunate coincidence or divine intervention or something, the original site plan for Town Hall was put into my hands and I'm like, well, this is a great idea. So I think I gave it to you.

Tabb, Kip: I will say Paul had been pushing. He had been pushing it and then you put that in my hands.

Clopton, Melody: Good to have the right people. Their work has been nothing short of remarkable. All the volunteer hours, all the sweat equity. I know Wesley's here tonight. Get up here. You all brought what was an original vision back to life. I'm so proud of that. It's a beautiful accessible trail that enhances our Town and provides new opportunities for outdoor recreation. There's a beautiful creek or ditch back there. I cannot be prouder of the Committee and everyone who supported this initiative, Wesley, Kempsville, Public Works, they helped a lot too. It's a wonderful addition. This is a small token of our appreciation. You might say, what is this? But this is a tree plaque, and you wrap it around the tree, and it says, "We are grateful to our Recreation Committee members, Paul Henriques, Ryan Thibideau, Peter Mantz, David Klebitz, and Kip Tabb for their hard work in carrying out the Town's original vision for the Kitty Hawk Town Hall Trail. A wonderful space for our community to enjoy. This is made of military grade material. You can pick your tree that you'd like to put on and we can do it for you, or you can have a ceremony. Thank you to everyone involved. Your dedication and teamwork have made a lasting difference in our community, and I can't wait to see what happens next. I know it was hard and thank you.

Walker, Laura: Thank you very much, gentlemen.

Garriss: Pete, did you have something to ask?

Mantz, Pete: Yes, sir, I do. Mayor, Council, staff, ladies and gentlemen, I'll make this super quick because it's a package and a packed house tonight. Last year, to continue with the recreation committee efforts and update, with no cost to the town or should be at no cost to the town. Just a little vision forward of what we're looking at. So, 2024 was a wonderful year for us, not only for the United States recognizing the year of the trail, but North Carolina being also a great trail state, Kitty Hawk making the trails, plus all the other trails we're working on to do opportunities. So, it was also last year, as most of you know, the 150th anniversary of the life-saving service, US life-saving service in the Outer Banks with the original 1874 structures. This body here graciously created a proclamation there. Thank you for that. Also, we tried to present plaque or create a plaque for NC DOT so we could recognize US life-saving service. Unfortunately, that didn't come through, but it got the committee thinking about some potential for things other than trails and engaging the community and looking at our survey and taking what interesting effort. The primary thrust is a life-saving memorial for Kitty Hawk and the people here. We've identified the Bath House as a place to put this because that's the original compound next to Black Pelican where the life-saving station was and it also allows us to build off the existing structure. You've got the deck platform out there that allows to with less expense create a more traditional almost like a pergola where you've got a sweeping landscape with the top not necessarily matching the 1874 structure but as you look at it and you look to the side you see the Black Pelican that'll pull out that whole heritage of life saving service and the building that goes with it. In that, what we've got is a big platform, some benches that offer shade. That area is super exciting because it's a very busy area, especially at this time of year, and even year-round in the wintertime, a lot of people go there to access the beach. It is probably one of Kitty Hawk's busiest areas. So, talk about an opportunity where we can present some of this rich heritage of Kitty Hawk to not only tourists but Town folk as well, people from the Outer Banks and a lot of people that just don't



understand the history of the life-saving service and what's a big part of Kitty Hawk and what founded the Outer Banks. So, with that, we'll have educational panels that will go up eight or nine of them probably working with Access Designs. They could be everything from the life-saving service to the Kitty Hawk life-saving service, to the Wright brothers' engagement in the life-saving service with the weather station here. One of the main primary efforts that drew the Wright brothers to come to the Outer Banks not only to sand the flat dunes but because of also the weather observations which they really needed plus Postmaster General Tate who responded back to the Wright brothers letter saying hey is there is there enough wind there and is Outer Banks a good place to go or is Kitty Hawk a good place to go? He was one of the few that responded back to the Wright brothers that piqued their interest in coming and looking and bringing the first flight here. So, a myriad of things going on there. As well as women in the Outer Banks and recognizing them and what they did. So, the first women's National Relief Association where they came and Kitty Hawk were a big part of that where they came and helped the survivors of any shipwrecks. They provided food and clothing to anyone who was rescued until they could get to safety and so forth. So a whole lot is going on there. We've envisioned this in several steps to include not just the structure itself, but you know a possible statue of a a surfman, a large size boat that you could take pictures in or maybe kids could play in a flag pole dedicated to the area other kind of things to make the area more interactive engaging so to speak. So having said that, that's one part the second part goes to the next slide. The second part is, as I was just indicating, piecing it together. So, I offer this as just a thought piece for you of all those folks that were involved with the life-saving service here in Kitty Hawk. So, these were folks just surfman and keepers that we've recorded plus all their families and we've been doing a lot of research on their descendants as well who could still be alive that had had family that served back then. Those are some exciting things that are coming about. Not just the structure itself and if you go one more slide please but the next slide is who are these folks and who are the people that support them and that's what we really want to tease out this memorial. Having said that this led us to another thought as a Recreation Committee of not only you know this life-saving service but how do you tease out other historical aspects as part of the rich heritage of Kitty Hawk such as the schoolhouse and the post office and that sort of thing. So, we've got some ideas of how we can go around and specifically place uniform monuments or placards in front of some of these locations and make it part of a walking tour, biking tour, that sort of thing as part of the GIS for Dare County. So, lots of great ideas. This is a look forward to what we're working on, we'll apply in September. Keeping it scaled under \$50,000 ideally. That'll require no matching funds from the town here. It sounds like they're excited. We probably use some help recent skits on that, but you know a great opportunity to push some heritage forward. So, any questions? I'll leave it at that.

Garriss: Any questions for Pete? Okay. Thank you, Pete, very much. Great job. Thank you. All right, folks. We're finally at public comment. Laura, has anyone signed up for public comment, please?

5. Public Comment

Walker, Laura: Yes, sir, Andy Keeney.

Garriss: Come on up, sir. Please state your name and address and limit your comments to three minutes, please, sir. We ask that you speak directly in the microphone.

Keeney, Andy: Good evening, mayor, members of Council. Starkey and I have known each other for decades. My wife and I have been residents of Kitty Hawk, 6008 Currituck Road for up to 30 years. I've been practicing law for over 40 years. I'm currently the president of the Currituck Dare Community Foundation, an affiliate of North Carolina Community Foundation. I'm also a member of the Kitty Hawk Rotary and the president-elect. We recently raised money to purchase a handicapped beach access wheelchair. We donated to the fire department, and it was now actually a waiting list for the use of



this wheelchair. We were touched and we found that an autistic child was celebrating his birthday. His parents said he had never been to the beach, and we were able to reserve time and then with the life with the fire department's help we were able to get him down to the beach and it was just a memorable event. So, as we travel and tell others we live in Kitty Hawk, they often ask what the Town is like. I tell them this is a caring, giving Town. I tell them that this is God's country, and I tell them this is where you should think about giving yourself and service to others. For the Town to coordinate with the OBX Dementia Friendly Coalition, the bar would be high set and everyone throughout the nation would talk about it. This would be an opportunity to help and aid those that suffer and are affected and their families by this terrible disease. The OBX Dementia Friendly Coalition needs corporate headquarters. You've heard Jan Collins' presentation. They need a building to serve the needs of the community. I hope that you'll consider the request and thank you for all you do for the town of Kitty Hawk.

Garriss: Thank you, sir. Anyone else, Laura?

Walker, Laura: No, sir.

Garriss: Anyone here tonight would like to speak during public comment about any topic? Any subject? Anyone? Okay, Laura, let the record show no when it was chosen to speak. Council, I need a motion to approve tonight's consent agenda, please.

6. Consent Agenda

Pruitt: So moved, Mr. Mayor.

Garriss: Motion made by Jeff. Second?

Hines: Second.

Garriss: Second by David. All in favor?

All Council: Aye.

Garriss: All opposed? None. We had no items removed from the Consent Agenda. Planning, Rob, are you going to speak later on your item?

7. Items Removed from Consent Agenda

8. Planning

Testerman, Rob: Yes.

Garriss: Okay. Okay. All right. New business. Item 9A, Operating Guidelines for high quality government. Melody?

9. New Business

a) Operating Guidelines for High Quality Government

Clopton, Melody: Good evening, Council and the public. Through some suggestions and conversations, it was proposed that we needed to formulate some guidelines for our Council members and our appointed board members. This was presented to you I think at least two weeks ago and also included in your packet. It discusses just some basic rules for board members to follow. It discusses dress code, and it also discusses attendance. I will stand for questions if you would like.

Garriss: Thank you Melody. This you folks have put in a lot of hard work here. We appreciate what you've done. Council, any questions or comments from Melody or anything you'd like to say? Okay. Council, anyone in would like to make a motion here to approve the operating guidelines?

Garriss: I will make a motion to re I recommend a motion to approve the proposed operating



guidelines for high quality government. Do I have a second?

Hines: Second.

Garriss: Second by David. Any further discussion? All in favor say, aye.

All Council: Aye.

Garriss: All opposed? None. If you notice, Council, there is place for us to date and sign as far as appointed board members also. Thank you, Council. Thank you for your work on that. Okay. Item 9B plans for our old police department building.

b) Plans for the Old PD Building- 722 W. Kitty Hawk Road

Garriss: We've got a room full of folks here tonight who are eagerly waiting. Hear what we say. We've had a lot of we've been discussing this amongst ourselves and with Melody for some time now. A lot of good ideas. You all heard Ms. Collins' great presentation earlier tonight. I will say we do not have to decide on this tonight. If you want to discuss it amongst us right here, bring out some open ideas for us to discuss and we can table that to another date for decision or we can decide tonight.

Clopton, Melody: Some of options that have been put forward by some staff brainstorming, even some of the Council members. The options that we have were to sell the property. We have an appraisal that was done in April 2025 and said it was valued at \$870,000, renovating the property for seasonal housing. We have since found out that if we change the zoning to residential, we must bring it up to code and we unless we did that, we would not be able to use the downstairs at all as when it was zoned residential due to the flood issues. Of course, we can lease the property and seek tenants for the rental of the building. We heard one proposal this evening. At one point there was discussion about just removing the structure and making it into green space and then also it's been discussed to make it a community space like there a community gathering space or a youth space or something like that. Couple of facts about the situation. The square footage of the building is 3,558 square feet. I'd say the average lease right now is about \$25 a square foot for commercial space. Currently insurance is paid by the town, we pay \$2,800 in flood insurance. We also currently pay \$6,500 in property and liability insurance. The rate would go down if it were occupied, which would probably approximately be \$5,600. So that's what I have for you tonight. Does anybody have any questions?

Hines: Can I say something quickly? I'm going to make it easy tonight. I think we must know what we have first. Full know what we have. As far as the insurance and all that that can be done in a triple net lease. I mean, there's ways to push that on to the renter, tenant, whatever. But I think for me personally, I'd like to get in there. I don't even know what we've got at this moment in time. I'm personally not in favor of green space. I mean, I think there was a good presentation earlier. You know, I think there's some use for it, but we just need to know what we even have. We need to make sure we can, you know, I was even thinking about it the other day. I mean, you could kind of prevent that flooding a little bit by even though it's you know block foundation, brick foundation, you can still structurally lift that. So, I mean that would be an expense on the town, but then you don't maybe get a grant I mean or a grant. Right. Yep. So, you know, that could be an option. I just think we as a board need to kind of see exactly where we want to go and what we have.

Garriss: I think a big thing here; I met with Melody this morning. Council is aware and the public is aware. We just passed our budget. We just approved our budget for 2025/2026. We have no money in our budget for repairs or remodeling this building. I think that's a big thing to consider here.

Hines: Just keep the AC and the heat on.

Clopton, Melody: The AC's been increased I guess or we're not maintaining it at police department



temperature levels.

Garriss: Could we explore it if there are any grants out there? Can we explore that to see what to raise? I also spoke with Rob this morning. He echoed what you just said. We cannot occupy the bottom floor. Right, Rob? For residential, right?

Testerman, Rob: For what be for residential use, it would have to meet the regulatory flood protection elevation, which is 8 feet back there. I think the ground elevation may be around four. So, ground floor would either be parking, or dry access or it would have to be elevated to use it as residential.

Garriss: What Miss Collins proposed would be okay because it's not residential, correct?

Testerman, Rob: Right. It's still like an office space.

Hines: First of all, why would that not be grandfathered in?

Testerman, Rob: You'd be changing the use from commercial to residential.

Clopton, Melody: But if you only if a commercial tenant moves in within a year, it maintains the grandfathering, right?

Testerman, Rob: That's correct.

Hines: But even putting a tenant in there, I think the best thing we need to be, my opinion would be we need to research grants right now to raise them. FEMA just handed out a bunch, not a bunch, but a few. I mean, I'd like to see that. For me, I'd like to see that kind of fast track as best we can, to see if there's even available funds out there or how long it would take. I mean, you have a nice you if you get a nice tenant there and then you have forgotten we have floods, you know, we all know what happens back there at that time. So, I think if we're going to do that, then I'm strongly behind raising the building. Keeping it and raising it.

Tillett: The \$25 a square foot for retail, is that monthly or annually?

Clopton, Melody: Annually.

Garriss: Anything else, David? Anything else, David or Dylan?

Pruitt: The only thing is I grew up on right on that piece of property. Basically, it's my parents' backyard and it has flooded multiple times and it's been in I know at least twice Sandy and Irene was several feet of water inside downstairs. I have concerns about mold and a lot of things before that we could even I think there's some inspection of this building that really needs to be investigated. One of the reasons for us moving our police department out of that area is the tremendous risk of flooding. I would hate somebody to invest a lot of money in there and then turn around and have it all wiped away. I'm all ears, but I think the Town really needs it if we're going to consider anything like this as an inspection of this building before we could consider it as as we did when we bought the medical building to ensure that the safety of the people before we say sure. Then come to find out, you know, it has had tremendous flooding, and it will see flooding again. So, it's risk to anybody that moves in there without raising the building or tearing it down and building something different there. You will always have the risk, and the risk will come again someday. So, I think if we're going to consider this, the Town should investigate to some of those areas and then get back and if we're into to leasing or selling or something of that nature, I personally don't see an if you can't turn it into some kind of housing for our employees or something like that, all I see left is storage upstairs. So, the possibilities for me are anything from something like this or selling it to somebody like this.

Clopton, Melody: I think I have had three inquiries about buying it. Now I know numbers have been



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discussed or but there have been several three people at least who have expressed interest in buying it. One of the ideas was if we did sell it, we could use that money. Willie says there's space on the lot to build just a real simple stick built building for housing, there's other things perhaps that we could do with the lot across the street. The lot where that they call the yard.

Pruitt: Okay. Right. Putting up So you're talking about using money for that to build some housing maybe on that. Okay.

Garriss: I'm like you, Jeff. We need an inspection. So, we got to know what we got here.

Clopton, Melody: Yeah, I'll be happy to do an inspection and check into the FEMA grants and other things that perhaps could raise it up.

Garriss: That may determine when we can come back to these folks. I had them come back to us once we get more certainly still consider that as an option. Charlotte?

Walker: I have some questions about the Dementia Friendly Coalition. Have you explored grants to possibly purchase the building or to obtain it in some fashion? Have y'all explored grants? You're very compelling. You've really got you, I understand your needs and I think it's wonderful. But is that an option? Would you like time to be able to do that?

Collins, Jan: Are you saying that you would entertain then selling the building to us as we explore trying to find a way to purchase the building?

Walker: Well, it's going to be a hefty one, but that is it's just a thought that you have explored that avenue and are you limited to just Kitty Hawk? You're from all over the beach, are you not? So, you're not limited to just Kitty Hawk?

Garriss: Ms. Collins, come up so we can hear you? I'd love to hear what you have got to say. Thank you. Thank you.

Collins, Jan: We've been in existence for 12 years. Diane Denny, who's here tonight, started the Dementia Friendly Coalition and through her efforts we have grown, and we have started this day out programs and we were at parks and recreation. Parks and recreation have the children in the summertime, so we must move our participants into another room so then we move down to Nags Head to St. Andrews by the Sea and I come by the old police station on our way to church all the time and I said to Tess what are they going to do with the old police station? So again, it's a community effort. It's like, okay, we would like to show people in the community, not only Kitty Hawk, Kill Devil Hills, Nags Head. We would like to show everybody that we have a Dementia Friendly Coalition, that the island is unique to the country because we started with the hospital. We have volunteers. They have gone out and trained and they're being inundated saying, "Wow, how do you do this? So we're trying to find visibility. If we could have a building where we could put our sign and put our name and bring our participants to the same building. Yes, you talk about grants. Where are we going to get to pay for this house? I mean, I agree. That's great. But what I was looking for is ways for you to work with us and then for me to go to other towns and even to the commissioners. I mean to me this should be you know an island project of everybody getting behind and supporting. Do you have to carry all the weight? No. But is it time for somebody to make a stand in the sand and say you know what we'll help you, but this is what we need. So, then I go out and I farm it from Corolla all the way down to Hatteras and say what would you do to help us secure this property? Yes, it floods. Granted, we use it a couple times a week. Our participants would come to that lower level. You're right. If we had three feet of water, yeah. We'd have to have a lot of volunteers. You've had people here that built the walking trails. We are full of volunteers. We have volunteers every week that staff these programs. We run a tennis tournament. This will be the fifth year in October. We raised \$40,000 to support the



program and that's all done by volunteers. So, there's no shortage of volunteers, but yes, there's a big shortage of money. And why we're here is to find out if we could work together because you have a property that we could make work. Is it ideal? No. Are we going to keep it forever? Probably not. If we could get the towns together and if we could get the commissioners to see what we're doing, they have a Baum Center. They have land there. They need to expand that. We could grow and move into the Baum Center, and they could build something for us. So, it's not a, you know, a forever thing. It would be, hey, the real estate market could come back. You could let us in there and let us rent it for a dollar a month and help us out. We'll pay for the insurance or the utilities. We'll get the money for that and then in three years, we'll get the commissioners to put something in the Baum Center for us. We just need a start. That's all.

Hines: Well, I am for the record, I'm a big supporter of it having somebody that's personally seeing it every day. Yeah. With my stepfather.

Collins, Jan: So, the island is full of retirees. We're all frosty tops that are coming here and we already found out that it's increasing and you know, it's the children that can't afford to come here to live because they can't afford the houses. So, you know, we're going to the other thing is the Board of Tourism, you know, hey, look at the money that they have. Why couldn't they put some money in our pocket as well? We're already saying come with your transponders and we'll show you that. We've trained in restaurants. We've gone to the banks. We've gone to the library. Diane has, you know, got backpacks and they're checked out all the time. So, we're growing. So, this is a new thing. So, this is like moving forward and thinking forward. How can we help these senior citizens that, you know, unfortunately have dementia? There is no cure for it, you know? So, what we're trying to do is take the stigma away from dementia. Let them come out and go to the restaurants. Let them come to our programs. I mean, even and this was a new thing that just happened. We are going to Spring Arbor and to Peak Resources. They have some of our participants who can no longer be at home, but they're in these facilities, but they don't go anywhere. So now we have our services that can go and pick them up, take them out for four hours and come to us. And we have again volunteers in our community that do all the art programs and the master gardeners. They came to us to show us their wares and do projects. Today we had Abby's Tea. They came and did a tea party. I mean, it's wonderful. It's just we need somebody like you all to stand behind us. If I found this, you know, in Southern Shores or in Nag's Head, I'd be right there tonight doing the same thing with them saying, "Hey guys, you know, help us out."

Walker: We cannot put you in any harm's way in doing this either. So, we are just going to have to let us move forward getting our inspection, inspect it and all that sort of thing and we're very compassionate about what you're trying to do.

Collins, Jan: And if there's something that you come up with, please, you have my information, tap back. In the meantime, we'll check into grants and see what can be done and maybe we could work together to put something together. And like I said, I'd go to Elizabeth in Southern Shores and go up to Duck and, you know, hit the other towns and say, "Okay, this is what Kitty Hawk came back to us with. Let's see what we can do to do as a group." Okay.

Garriss: Thank you, ma'am. You folks have chosen the right speaker. I agree with you. She's awesome. Awesome. Okay. Old business. Rob, see if we can clear up what we left open from our last meeting.

10. Old Business

- a) **Zoning Text Amendment – Sec. - & Residential district regulations.** Clarifying language related to lot coverage, lot coverage physical area, and permeable pavement.

Testerman, Rob: So, as you mentioned, this is a continuation from the text amendment public hearing



that was held in August. The public hearing is held and closed, and Council had some questions tabled the discussion until tonight. The material in front of you tonight is the same as what you had last month with the addition, I went through the minutes and the video of last month's meeting and picked out all the questions that weren't able to be answered in and provided responses in the report for those. They start towards the bottom of page three, with that I will turn I over. I don't have anything new for you.

Garriss: Okay. Council, have any questions? I think David, you had a few questions.

Hines: I'll get it started and correct me if I'm wrong. I mean, I thought about the whole thing of getting my notes here. You know, you're talking about cantilever deck as an example, right? I mean, we talked about that last time. You got a state storm water calculation, then you have the Kitty Hawk calculation in a low-density neighborhood like my own.

Testerman, Rob: So, you're talking about storm water, lot coverage is not related. With a lot of coverage, we're trying to talk about the intensity of development.

Hines: Understand, First Flight Ridge, take as an example. I've done hundreds of site plans there. You have you still have two different calculations. Kitty Hawk calculates cantilever decks one way. State does not. But if I'm understanding this correctly though, we're going to start doing that.

Testerman, Rob: We would count it the same way we've always done it. It has always been counted as lot coverage until last year when we changed it to take uncovered decks out of lot coverage calculation.

Hines: So that's where I'm getting confused.

Testerman, Rob: It would count as lot coverage or lot coverage physical area that we that excess amount that we allow from 30% to 38 % like permeable pavement that is intended to limit the intensity of the development. So, like real world example that just came in last week, an as built survey uncovered ground level deck about 2,000 square feet of decking that just counts as nothing. That's not what I intended with the previous text. That's what this would be correct.

Hines: Okay. Thank you. That's what is confusing. Okay. Because I totally agree with you on that because you can't have more than a two-foot cantilever deck without a structural engineer behind doing something different which wouldn't make any sense anyway because then it's going to flex and break off and you get 20 people standing there. Two feet is the maximum that I would ever build to anyway. So that makes a lot more sense to me. It is not very clear like that. I totally agree with you on a 2,000 square foot deck sitting on short piles in somebody's yard. That should count as lot coverage.

Testerman, Rob: Well, this would count as the lot coverage physical area. So, you still get your 30% lot coverage, which is your concrete, you roofed your structures. And then the way our ordinance is written is anything more than 30%, you can go up to 38% lot coverage as long as permeable pavement is used for anything more than 30%. The proposed language in number three, the definition says that for single family residential applications, uncovered open slatted decks that allow water to penetrate through to open pervious material are calculated as lot coverage physical area. So, they're still not counting towards your 30% impervious lot coverage, but we're putting that cap on 38%. So, we're not allowing these 1,000 square foot decks, it's the intensity of the development, not the impervious.

Hines: So, I'm not trying to play attorney. I've always had a lot of my friends who are lawyers, they say words that matter, right? So, should we not say cantilever a two-foot cantilever deck is not considered physical area? To me it makes it clearer. I didn't even know the way it reads right now.

Testerman, Rob: We didn't address cantilever because it's never been addressed. So, it would be



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looked at before the last text amendment cantilever deck it was 100% lot coverage right. The last text amendment takes it out so it's nothing, this would count it back towards the 38% lot coverage physical area so it just be looking at you take an aerial look you know at the at the lot bird's eye view what's the decking that you can see with the bird's eye view that is in that covered area or lot coverage physical area.

Hines: I just don't see the need to have cantilever decks that are on the top floor counting as lot coverage.

Testerman, Rob: It doesn't count as lot coverage, it counts as lot coverage physical area, the 38%. It's still limiting the intensity of development of a lot.

Hines: It's a cantilever deck on the top floor. I get it. I mean it's maybe I'm the only one but I just I don't agree with that part of it being counted.

Tillett: Are you talking about just the part that's cantilevered?

Hines: Just the cantilevered section.

Tillett: A bird's eye view. The deck is the footprint of the deck, right?

Hines: It's counted, which I see what he's saying. But you're not using that underneath unless you've done some type of work into the joist to stop from. You can't it's not usable area underneath it because you'll get wet. Same thing we discussed last time that we got away from it. I'll go with it either way. I just think it's kind of confusing. I 110% agree with the short pile, 2,000 square foot trampoline of wood but I have a two-foot cantilever deck on my top deck. Okay. Well, why from a bird's eye view looking down? Yes, it looks like it's light coverage, but it's not. When you look up, it hangs over, but there's nothing there but air. It's just like looking at this light right here. So, I don't want to get too hung up on it. I appreciate I mean, I know you're just trying to do everything, clean everything up and I certainly appreciate all your hard work on it, Rob. I know it's not easy. It's just confusing to me.

Testerman, Rob: If Council wants to add in you know an additional line there that cantilever deck is not counted towards the lot coverage physical area. I'm fine with that too. It's for Council to say, I don't know. If Council wants to add in like an additional line on that sentence that says that you know cantilever deck up to the next 2 feet, whatever does not count towards the lot coverage physical area. I can add that in. Pretty simple.

Hines: I don't want to spend all night on it. It's just looking at it from a construction standpoint. I don't know how to explain what I'm trying to say.

Garriss: This has never been an issue before.

Testerman, Rob: No, it's never been specifically addressed. It's just always prior to the 2024 text amendment, whether cantilevers or not, it was always counted just as lot coverage.

Hines: So, as an example, I have 30 square feet now. It's being counted as lot coverage. A cantilever deck on the top of my house.

Testerman, Rob: Well, it would have been previously, too.

Hines: Correct. Yeah. But we're putting it back.

Testerman, Rob: You're getting that square footage taken off your lot coverage, but it's lot coverage physical area. So, if you want to increase concrete somewhere else, that can leave area is counted towards that extra 8% for you. It does give you more flexibility.

Hines: No, I understand.



Tillett: Why is the portion that's not cantilevered counted as coverage? The portion that's not cantilevered that would be counted as coverage as well.

Testerman, Rob: Previously it would have been counted as coverage. Under this proposal it would be counted as that lot coverage physical area that extra 8% that we get.

Tillett: I just don't understand what you're trying to say because I see the deck as a whole whether it's cantilever or not. I don't understand.

Hines: For me, I'm looking at a two-foot cantilever deck, right? Say this is a cantilever. From a bird's eye view, yes, it looks like it's one great big piece. But why are we counting it when it's just open air of wood? Two feet of open air, not short piled in the ground, free hanging 30 feet in air.

Testerman, Rob: Yeah, I get what you're saying. This has always been prior to I think it was October last year counted as coverage than the text amendment we had last year.

Hines: Do you feel this is a better way to do it?

Testerman, Rob: Ultimately, it's what Council decides.

Hines: No, I'm asking you, do you think the way you're proposing it is, you wrote it this way because you think it's better and if you think it's better I support you as our Planning Director.

Testerman, Rob: I think if we're trying to regulate the intensity of the development of a lot, then yeah, you're looking at everything that's built there.

Hines: So, do you think it's making it better overall?

Testerman, Rob: Yes, I think so.

Hines: Okay. Well, if you think it makes it better, then I'll stand down because you're Planning Director. I'm going to support you. I'm still having a hard time understanding certain aspects of it, but if you think it's better, then I'm out of questions.

Garriss: Anybody else? Council, any comments?

Tillett: You brought up gravel last time as well. You want to revisit that?

Hines: Yeah. I'm not sure I understand the 2-inch river rock being counted as lot coverage either if you put it around the edge of a concrete driveway or around the drip edges of the house.

Testerman, Rob: It's listed in there that landscaping around the drip edges or landscape along the edge of a driveway or landscaping is not counted as any kind of coverage. It's written here that a gravel driveway would count as an improved driveway, which would be counted as lot coverage. But the rationale being eventually cars driving back and forth on it for years, it compacts it, debris fills into it, it becomes impervious eventually.

Hines: Still drains better than concrete.

Testerman, Rob: I had a couple of conversations today and if Council feels that gravel driveway shouldn't be counted as coverage, I'm fine with I just trying to give you the information of why I put it in there. Just the background, my rationale. But if Council doesn't agree with that, that's fine.

Hines: No, I agree with you, though. It does compact, man. For sure.

Garriss: All right. We're good at that. Dylan?

Tillett: Yes, sir.



Garriss: Jeff?

Pruitt: I'm good.

Garriss: Charlotte?

Walker: I'm good.

Garriss: Alright. We need a motion.

Hines: I know Dare County, I should know this, but I believe that they do like a I think it's 50% can be grass or gravel whatever it's not counted as lot coverage and you have to have a certain amount of concrete or some type of parking pad area and I really like the way they do it and I should know that and I meant to bring my notes in on that before I got here and I forgot. You know, we talk about storm water. Well, we're creating the issue with all this concrete. That's all I have to say.

Garriss: All right. Council, I will entertain a motion, please.

Pruitt: Mr. Mayor, I move to approve the proposed text amendment to the section listed in this staff report related to permanent pavement, lot coverage, and lot coverage physical area. Town Council has found this proposal be to be consistent with the Town's adopted land use plan.

Garriss: Thank you. Do you have a second?

Walker: Second.

Garriss: Second by Charlotte. Any further discussion? All in favor signify by saying, aye.

All Council: Aye.

Garriss: All opposed? None. Thank you, Rob. I appreciate you clearing it up for us. Town Manager.

11. Reports/General Comments from Town Manager

Clopton, Melody: Good evening again. I have a couple things to relay. The Town has been working on its emergency operations plan. You guys approved this year's plan in your Consent Agenda. Last week we completed a realistic emergency operations drill. We had Hurricane Robert ascend. It was a direct hit. I want to thank Chief Talley for organizing this drill. He did an exceptional job. We had real briefings from the National Weather Service, and we coordinated scenarios. We had loose leopards and flooding. We had in-person injuries, missing people, and structure fires. All the departments were involved, and my thanks also go out to all the staff for participating. The drill provided us with a great real-life scenario. The first thing that happened is our phones didn't work. So, we had to come up with a solution for that. I'm proud to say this is the most progress that we have made in emergency management and we have been motivated by this. We will continue to ensure the safety of our community and our citizens by continuing with this effort. Casey did want me to relay that he is still working on the White Street access situation, and he will provide additional information next month. Today the Town Council, along with public safety staff and department heads had the privilege of attending the ribbon cutting ceremony for Dare EMS station number nine. It also is a fire bay for Kitty Hawk Fire and Rescue. In my opinion, this is a win-win-win situation. First, it's a win for the community to have EMS services available in our town. Second, it's a win for Dare EMS to have a brand new facility in Kitty Hawk, and thirdly, it's a win for Kitty Hawk Fire to have the addition of a fire bay that can be used in storms and be a safer place for them to be. Also on Tuesday, August 26th everybody mark your calendars. We will be hosting a ribbon cutting at our new police department located at 5200 North Croatan Highway. The ribbon cutting will take place at 5 pm. Afterwards; we will host tours and have light refreshments. We are excited for the public to see our new building and the event will last until 7 pm. As Paul mentioned, I'm happy to announce the town has been awarded a grant from the NC



North Carolina Department of Transportation for a multi-modal path. This is a bicycle and pedestrian plan that they will study the entire town to come up with a plan that suits us and we can use for future projects and some guidelines as we move forward. So that is a very good thing and that's all I have.

Garriss: We had loose leopards, is that right?

Clopton, Melody: How many loose leopards do we have? Three, I think.

Garriss: Thank you, Melody. Mr. Sharp, anything for us, sir?

12. Reports/General Comments from Town Attorney

Sharp, Starkey: He gave me nothing except to give you his regards. Glad to be here again.

Garriss: Thank you so much for being here, counselor. David?

13. Reports/General Comments from Town Council

Hines: I don't have a whole lot. I want to thank you again for that presentation. I personally am happy to help you in any way I can whether it be through the Town of Kitty Hawk or any town on the beach, on the county level. You just call my cell phone and I'll be happy to meet with you and see what I can do to help you out. I know nothing about it until seeing my stepdad go through it the last two years and it's pretty eye opening. Anything I can do personally to help you, I'm happy to do. That's it for me.

Garriss: Thank you, David. Very good, sir. Dylan?

Tillett: I just want to thank the Recreation Committee, Peter, and all the guys who came up. You guys obviously have done some hard work. I appreciate all your time and efforts in that. Like Melody said, we did visit the ribbon cutting for the EMS station. What a wonderful addition to our community and what a well-needed addition to our community for all our public service and our emergency services. I think they mentioned it during the ribbon cutting, but how important the EMS folks are. You don't really recognize it until you need them. Thank you for all our first responders for all you guys do for all of us. That's all I have. Thank you.

Garriss: Thank you, Dylan. Today was a very good day. It's been a busy day, but it's been a very good day. Great for Kitty Hawk and great for everyone on this end of Dare County, southern Currituck. It's just wonderful that we have got this new facility. I'm looking forward to August 26th. I know you are Chief and give us some tours and those that haven't already been, I highly encourage you to go. Nice facility. Thank you to all the staff, all the staff. You do a great job every day. Jeff?

Pruitt: I'd also like to give the shoutout to Paul and all the Recreation Committee members and Charlotte for all your hard work and establishing the trails that have been in the working since 1981. check it off the list. Anyway, we got it done. We saw pictures of the dune line and all I could think about was Donnie King and Better Beaches OBX. They have done a tremendous amount of work and the people that have helped to establish that dune and redo the sand fence is the reason that that dune the graphs that we saw right now is a result of hard work of the volunteers. I'd like to thank them. Also, we're going to give a shoutout to Kempsville and Dare County and the town of Kitty Hawk worked together on a project where we had some property and they needed an EMS station and we need a fire bay and we were able to work together and now we have a fire bay and they have an EMS station and as we've said it is a win-win for the town of Kitty Hawk and all the residents of the Northern Outer Banks because this as we found out some percent 47% of all the calls are in this section where this EMS station is located. So I'd like to really thank Dare County and my fellow Council members for this. That's all I have.

Garriss: Thank you Jeff. Charlotte?



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Walker: Alsu Lewis who is in our front office. She has been very instrumental in helping the recreation department and has gone above and beyond to make sure they had all the paperwork they needed and make sure everything was in order. So, I'd like to thank Alsu and I'm just proud of what they've done, the Recreation Committee has done. So, thank you so much for everything.

Garriss: Thank you, Charlotte. Anything else to come before this council?

Clopton, Melody: Well, Willie reminded me that today is the 235th anniversary of the United States Coast Guard. So, I wanted to say that.

Garriss: Congratulations. Thank you, Willie. Congratulations. All right. Anything else? If not, I'll entertain a motion to adjourn.

14. Adjourn

Hines: So, moved.

Garriss: Motion made by David. Second?

Walker: Second.

Garriss: All opposed? None. We are adjourned.

Adjourn at 7:49 pm.

The Minutes of the August 4, 2025, Kitty Hawk Town Council Meeting are approved at the September 8, 2025, Kitty Hawk Town Council Meeting.


D. Craig Garriss, Mayor


Lauren Fox Garrett, Town Clerk

