



# TOWN OF KITTY HAWK

101 Veterans Memorial Drive  
PO Box 549, Kitty Hawk, NC 27949 ~ 252-261-3552  
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www.kittyhawkncc.gov



## Town Manager Message

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Happy Spring!

While the weather has been hinting at the season for some time, Spring Break has officially arrived—and with it, the return of visitors to our beautiful beaches. It’s an exciting and active time for the Town as we prepare for the busy summer season and work through our annual budget process. Adding to the excitement, we invite you to join us on April 13 for a community party from 4:00 to 7:00 p.m.—a wonderful opportunity to come together and celebrate our shared history and community spirit as we mark the Town's 45th Anniversary.

Our Public Safety teams are hard at work training on equipment, hiring ocean rescue personnel, and getting resources ready. Public Works crews are preparing facilities and beach accesses, and Spring Chipping is underway. Everywhere you look, there’s a sense of energy and readiness as we gear up for the months ahead.

At the same time, administrative staff and department heads have been diligently developing the Fiscal Year 2026–2027 budget, a process that began in February. Departments have submitted their requests, and our Finance team is projecting revenues from property taxes, shared revenues, and other sources.

On March 20 and 23, the Town Council held budget workshops where staff presented their requests. The workshops began with a focus on identifying the Town’s strategic priorities—an important step that will help align Council and Town goals, guide decision-making, and establish clear, measurable outcomes for the future.

We’ve made significant progress and will continue discussions at a third workshop scheduled for Tuesday, April 14 at 10:00 a.m. Staff will then finalize the proposed budget for presentation at the May 4 Council meeting. The full budget document will be available on our website and at Town Hall for public review. We encourage community members to participate in the process. A public hearing on the proposed budget will be held on June 1, 2026.

As we move into the season, we appreciate the continued support and engagement of our community. Thoughtful planning and preparation today help ensure a vibrant, safe, and resilient Town for tomorrow. We look forward to a great summer and encourage you to stay involved, stay informed, and enjoy all that our community has to offer.

Sincerely,

*Melody C. Clapton*

# Town Calendar

**Kitty Hawk 45<sup>th</sup> Incorporation Celebration**

Monday, April 13, 2026 at 4 p.m.

**Town Council Budget Workshop**

Tuesday, April 14, 2026 at 10 a.m.

**Outer Banks Health Wellness Screenings**

Wednesday, April 15, 2026 10 a.m. to 1 p.m.

**Planning Board Meeting**

Thursday, April 16, 2026 at 6 p.m.

**Kitty Hawk Skate Camp**

Sunday, April 26, 2026 at 12 p.m.

**Recreation Committee Meeting**

Tuesday, April 28, 2026 at 6 p.m.

**Planning Board Meeting (if needed)**

Thursday, April 30, 2026 at 6 p.m.

**Town Council Meeting**

Monday, May 4, 2026 at 6 p.m.

**Second Primary Election Day**

Tuesday, May 12, 2026

**Household Hazardous Waste Collection**

Thursday, May 14, 2026 9 a.m. to 3 p.m.

**Memorial Day- Admin Offices Closed**

Monday, May 25, 2026

**Planning Board Meeting (if needed)**

Thursday, May 28, 2026 at 6 p.m.

**Town Council Meeting**

Monday, June 1, 2026 at 6 p.m.

**Planning Board Meeting**

Thursday, June 11, 2026 at 6 p.m.

**Juneteenth- Admin Offices Closed**

Friday, June 19, 2026

# Town News

## Join us in Congratulating Employee Milestones



**Congratulations to Lieutenant Jimmy Helms for 15 years of service**

**Congratulations to Finance Director Liliana Noble for 10 years of service**



**Congratulations to Deputy Fire Chief Jasper Rogers for 10 years of service**



# Town News

**Watch the April 6, 2026 Town Council Meeting here:**

**<https://www.youtube.com/watch?v=2E-Dkl4jGqg>**



## **Town Council Budget Workshop Tuesday, April 14, 2026**

The Kitty Hawk Town Council is scheduled to hold a recessed budget workshop on Tuesday, April 14, 2026 in the Smith Meeting Room at Town Hall located at 101 Veterans Memorial Drive. The meeting will begin at 10:00 a.m. The public is invited to attend.

**[Click here for the agenda.](#)**

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# Town Events

## Celebrate Kitty Hawk's 45th Incorporation Anniversary!

Come out to Town Hall for an evening of community, history, and fun as we commemorate our incorporation "birthday." We're celebrating Kitty Hawk with a historic video premiere, refreshments, and a guided tour of the new Town Hall trail. Police, fire rescue, public works, and Dare County Library will be on hand so stop by to say hello and pick up some local swag!

**Location:** 101 Veterans Memorial Drive, Kitty Hawk

**Date:** Monday, April 13, 2026

**Time:** 4 p.m. to 7 p.m.



## Dare A250 Faire

Dare County invites residents and visitors alike to be part of a once-in-a-lifetime celebration as the nation marks the 250th anniversary of the signing of the Declaration of Independence in 1776! On Saturday, April 18, 2026, the free Dare A250 "Liberty, Legacy and Lift-Off" Faire will bring history to life across two iconic locations—historic downtown Manteo and Roanoke Island Festival Park—for a full day of unforgettable, family-friendly festivities.

The day begins in the heart of historic Manteo with a lively, open-air celebration that is free and open to the public from 11 a.m. to 4 p.m.—no tickets required.

*The Dare A250 grand finale at Roanoke Island Festival Park at 3:30 p.m. has sold out.*



# Town Events

## Outer Banks Health Free Wellness Screening

Outer Banks Health offers free wellness screenings, which include blood pressure, heart rate, cholesterol, blood sugar, and body mass index, as well as health coaching. A1C screenings, which measure a person's blood glucose level over the past three months, will also be available.

Appointments are highly recommended and take priority. Walk-ins are welcome if appointments are available. To secure a spot, head here:

<https://secureforms.ecuhealth.org/260344209073956>

Questions? Call 252-449-4529. All screenings will take place in the Smith Meeting Room located in Town Hall at 101 Veterans Memorial Drive.



Outer Banks  
Health™



## Household Hazardous Waste Collection

The Dare County Public Works Department will host a household hazardous waste collection event at Kitty Hawk Town Hall Thursday, May 14, 2026 from 9 a.m. to 3 p.m.

During this free event, Dare County residents and property owners can drop off a variety of hazardous materials—including motor oil in spill-proof containers, along with paints, polishes, varnishes, fluorescent lightbulbs, household cleaners, pesticides and insecticides, small batteries, automotive fluids, pool chemicals and more—for safe and convenient disposal at any of the following locations in Dare County during the designated times.

# From the Planning Department

## Understanding Lien Agent Requirements for Residential Projects Over \$40,000

As the summer season approaches, many Kitty Hawk homeowners are investing in significant improvements and construction projects. If you're planning a residential project exceeding \$40,000, it's important to understand a key legal requirement designed to protect both homeowners and contractors: the appointment of a lien agent.

### **What Is a Lien Agent?**

A lien agent is a neutral third party designated to receive official notices related to potential liens on a construction project. This process helps ensure transparency and provides protection for everyone involved, homeowners, contractors, and subcontractors.

### **When Is a Lien Agent Required?**

In North Carolina, any residential construction project with a total cost exceeding \$40,000 requires the homeowner to appoint a lien agent before construction begins. This applies to new builds, major renovations, and large additions.

### **Homeowner Responsibilities**

Before work starts, the homeowner must:

- Select and officially appoint a lien agent
- Provide the lien agent's contact information to the contractor
- Ensure the lien agent information is included in the building permit application

Failure to appoint a lien agent when required can affect lien rights and may lead to complications if disputes arise.

### **Contractor Responsibilities**

Once the lien agent is appointed, the contractor must:

- File a "Notice to Lien Agent" with the designated agent
- Ensure this notice is submitted within the required timeframe
- Share lien agent information with any subcontractors or suppliers involved in the project

This step is essential for preserving the contractor's right to file a lien if necessary.

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# From the Planning Department

## Understanding Lien Agent Requirements for Residential Projects Over \$40,000

### Why This Matters

The lien agent system promotes fairness and accountability. It ensures that: Contractors and subcontractors have a clear process to protect their payment rights.

Homeowners are properly informed about potential claims on their property  
Disputes can be handled more efficiently and transparently

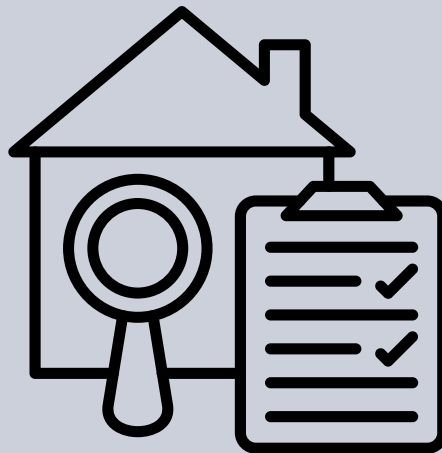
### Planning Ahead

If you're considering a project over \$40,000, be sure to discuss lien agent requirements early in the planning process. Your contractor, attorney, or the Town of Kitty Hawk's Planning staff can help guide you through the steps.

By staying informed and following these requirements, you can help ensure your project runs smoothly from start to finish.

For additional information, please contact Kitty Hawk Town Hall at 252-261-3552 or email (confirm which email to receive these inquiries).

Working together, we can keep our community building safely, responsibly, and successfully.



# Kitty Hawk Public Works Department

## TOWN-WIDE CHIPPING IN APRIL

Town-wide chipping will begin in April and continue throughout the month.

Guidelines for collection: limb/branch removal service is only available for brush cut by homeowners. This service is not for contractors, landscapers or anyone doing major lot clearing. Any pile exceeding 20 feet long and 4 feet high will be considered major lot clearing. Contractors and landscapers are responsible for their own brush removal!

Piles of brush should be placed within 10 feet of the roadside in front of your property only. Do not stack near utilities, fire hydrants or under low-hanging tree branches.

Individual limbs can be up to 6 feet long with a maximum limb diameter of 4 inches. The width across the branches of a single limb cannot exceed 3 feet.

Acceptable brush consists of limbs, branches, and vines.

Non-acceptable brush consists of stumps, leaves, pine straw, pine needles, grass clippings, lumber, roots, metal, trash, glass, string, concrete, rocks, etc.



# Kitty Hawk Public Works Department

## Kitty Hawk Bathhouse opening April 17th



The Kitty Hawk Bath House reopens for the season on April 17th!

In addition to the Bath House, mobile restrooms will be placed at Bryd Street, Bleriot Street, and Luke Street beach accesses.

We can't wait to welcome everyone back for another great season!

## Lifesaving Service Memorial Update

The construction of the Lifesaving Service Memorial at the Kitty Hawk Bathhouse has been completed.

Work will continue with the installation of educational panels and electrical work.

Please be mindful of barricades in place as the work continues and thank you for your patience!



# KITTY HAWK POLICE DEPARTMENT

*Policing in Paradise!*

## Officer Amy Heckhaus Named Officer of the Quarter

Kitty Hawk Police Department is proud to recognize Officer Amy Heckhaus for earning Officer of the Quarter for Q1 of 2026! We thank Officer Heckhaus for her exemplary service to our community and the Town of Kitty Hawk. Criteria for consideration includes productivity, leadership, community engagement, customer service and involvement. The leadership team collectively agreed that Officer Heckhaus demonstrated excellence in all five criteria.



# Kitty Hawk Police Department

*Policing in Paradise!*



**Kitty Hawk  
Police Department**

## We are **HIRING**

We are hiring experienced law enforcement officers!

- Career Development Plan
- Excellent Medical, Dental, Vision Benefits
- NC LEO Retirement Pension Program
- Extra 5% match for 401K Program
- 14 Paid Holidays & Overtime

**Are you ready to make a difference in your community?**

*The Kitty Hawk Police Department is committed to community policing. We pride ourselves as being part of the community we serve.*

*Come be a part of the premier department on the beach in a team of dynamic, diverse police professionals committed to excellence.*

**Competitive salary commensurate with experience and qualifications**

# KITTY HAWK FIRE RESCUE

## Preparing for the summer season

With the unofficial start of the summer season just six weeks away, Kitty Hawk Fire Rescue is in full preparation mode to ensure they're ready for the busy months ahead. During the off season, fire rescue teams participate in a variety of training exercises to prepare for scenarios they may encounter as the Kitty Hawk summer time population increases.

This includes specialized water rescue training to sharpen skills for distressed swimmers and multi-company hotel rescue drills practicing coordinated responses to complex incidents such as high-occupancy evacuations.

As we count down the days until summer, rest assured that our firefighters and ocean rescue guards are gearing up to keep everyone safe on the water and on land in Kitty Hawk. See you on the beach!



**Water rescue training at Windgrass Circle Park**



**Multi-company training at Hilton Garden Inn**

# KITTY HAWK FIRE RESCUE

## Spring Reminders from the National Fire Prevention Association

### Grill Safety



For propane grills, check the gas tank hose for leaks before using it for the first time each year.

Inspect your grill carefully and make sure it's free of grease or fat buildup.

Position grills at least 10 feet away from structures, railings, and overhanging branches.

Never leave a lit grill unattended, and keep a fire extinguisher or garden hose nearby in case of emergency.

### Lawn Tool Safety

Lawn and power tool batteries should always be charged with the manufacturer-approved charger and kept on a stable, non-flammable surface while charging.

Avoid overcharging by unplugging batteries once fully charged and never leave them charging unattended for long periods.

Keep the charging areas clear of combustible materials and ensure adequate ventilation to prevent overheating.



# IMPORTANT REMINDERS

## Follow us on Facebook!

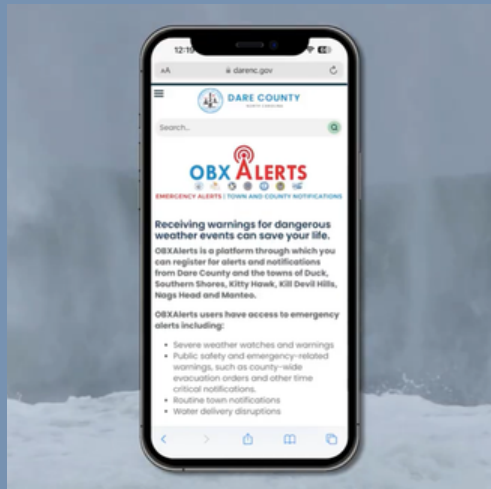
The Town of Kitty Hawk has launched its official Facebook page! Follow us to stay connected to the latest community news, events and meeting announcements.

*Click Here*



## OBX Alerts

Receiving warnings for dangerous weather events can save your life. OBXAlerts is a platform through which you can register for alerts and notifications from Dare County and the towns of Duck, Southern Shores, Kitty Hawk, Kill Devil Hills, Nags Head and Manteo. Click the image to learn more!



**LOVE THE BEACH  
RESPECT THE OCEAN**

**To receive beach-related weather alerts from the National Weather Service and text alerts from Outer Banks ocean rescue services...**

**Text "OBXBeachConditions" to 77295**

# Kitty Hawk Town Council & Leadership

Mayor, Charlotte Walker	321-446-3744	charlotte.walker@kittyhawkknc.gov
Mayor Pro Tempore, Jeff Pruitt	252-207-9055	jeff.pruitt@kittyhawkknc.gov
Councilman, Dylan Tillett	252-202-3802	dylan.tillett@kittyhawkknc.gov
Councilman, David Hines	252-573-9547	david.hines@kittyhawkknc.gov
Councilman, Peter Mantz	252-489-0793	peter.mantz@kittyhawkknc.gov
Town Attorney, Casey C Varnell	252-261-2126	varnell@ncobxlaw.com
Town Manager, Melody C Clopton	252-261-3552	melody.clopton@kittyhawkknc.gov
PIO/Town Clerk, Lauren Garrett	252-261-3552	lauren.garrett@kittyhawkknc.gov

*The Town of Kitty Hawk's newsletter is sent via email to anyone who would like to receive it. Hard copies are available at Town Hall. The newsletter does not present or represent opinions of the Town Council.*

**For the Town's current Trash Schedule and latest updates, [click here.](#)**

**Don't forget about our Recycling Center located at 4190 Bob Perry Road!**

