



# TOWN OF KILL DEVIL HILLS

Land Where Flight Began

MEMORANDUM

July 14, 2025

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Consent Agenda

**1. Minutes (Attached CA-1A)**

A. June 9, 2025

**2. Monthly Reports (Attached CA-2A)**

A. May 2025

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

A. Budget Amendment #1 – To appropriate funds from the Beach Nourishment Capital Reserve Fund for the 2027 Beach Nourishment Project

At its April 30, 2025, meeting, the Board of Commissioners approved Coastal Protection Engineering of North Carolina to oversee the Town’s upcoming 2027 Beach Nourishment Project. This budget amendment reflects the anticipated engineering contractual costs for the design and permitting aspects of the project.

**4. Planning Board and Board of Adjustment member payment tables**

Members of the Planning Board and Board of Adjustment are paid for their preparation and time at their respective meetings. Payment levels have not been adjusted for many years. Through consensus, the Board of Commissioners directed an update to each board’s payment tables to the following, effective for FY 2025 / 2026:

Planning Board (per month)	Board of Adjustment (per meeting)
Chairperson: \$250	Chairperson: \$250
Member: \$160	Member / alternate member: \$160

The Planning Board meets monthly, and at times, twice a month. The Board of Adjustment meets on an as-needed basis. Approval of the Consent Agenda will record the

Board's consensus on this update to the payment table for the Planning Board and Board of Adjustment.

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