



TOWN OF KILL DEVIL HILLS  
Land Where Flight Began

MEMORANDUM

September 8, 2025

TO: Mayor and Board of Commissioners

FROM: Debora P. Díaz, Town Manager

REF: Consent Agenda

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

A. July 14, 2025

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

A. June 2025

B. July 2025

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

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

B. Budget Amendment #2 – To record encumbrances outstanding at June 30, 2025

A. Budget Amendment #3 – To appropriate funds for an on-call contractor to complete Water Systems repairs as needed. Work includes water taps, hydrant, and valve work, as necessary

**4. August 11, 2025, Meeting Cancellation**

Through electronic consensus, the Board of Commissioners chose to cancel its Monday, August 11, 2025, meeting, due to no pressing business. Approval of the Consent Agenda records the Board's decision to cancel the meeting.

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