



**TOWN OF SOUTHERN SHORES**  
**TOWN COUNCIL REGULAR MEETING**

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

[www.southernshores-nc.gov](http://www.southernshores-nc.gov)

**PITTS CENTER**

**Tuesday, April 14, 2026 at 10:00 AM**

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## **AGENDA**

### **Call Meeting to Order**

Pledge of Allegiance

Moment of Silence

### **Amendments to / Approval of Agenda**

#### **Consent Agenda**

1. Cemetery Ordinance-Multi plot sale request
2. Position Classification and Pay Plan Amendments-Public Information Officer/Administrative Assistant & Fiscal Support Specialist
3. Service Contract Extension (limb/Branch)
4. Proclamation-April as Child Abuse Prevention Month
5. Resolution (News Day)
6. Resolution Supporting Continued Direct Local Citizen Input in Municipal Property Tax Program
7. Resolution in support of NCDOT Multimodal Program Grant for a Bicycle and Pedestrian Plan
8. Designation of a Voting Delegate for the NCLM Board Elections

#### **Presentations**

9. Mid-Currituck Bridge Update & Resolution in Support of the Continued Inclusion of the Mid-Currituck Bridge Project in the NCDOT State Transportation Improvement Program

#### **Staff Reports**

Deputy Town Manager / Planning Director

Police Chief

Fire Chief

Town Manager

- Employee Recognition- Introduction of PIO/Admin Asst. Mary Nichols
- Flat Top Tour Update
- East Dogwood Trail Road Project Update
- Resilient Coastal Communities Program (RCCP) Update

Town Attorney

#### **General Public Comment (Limit: 3 minutes per speaker.)**

#### **Old Business**

**New Business**

[10.](#) Town Code Text Amendment-Tents

**Council Business**

**Adjourn**

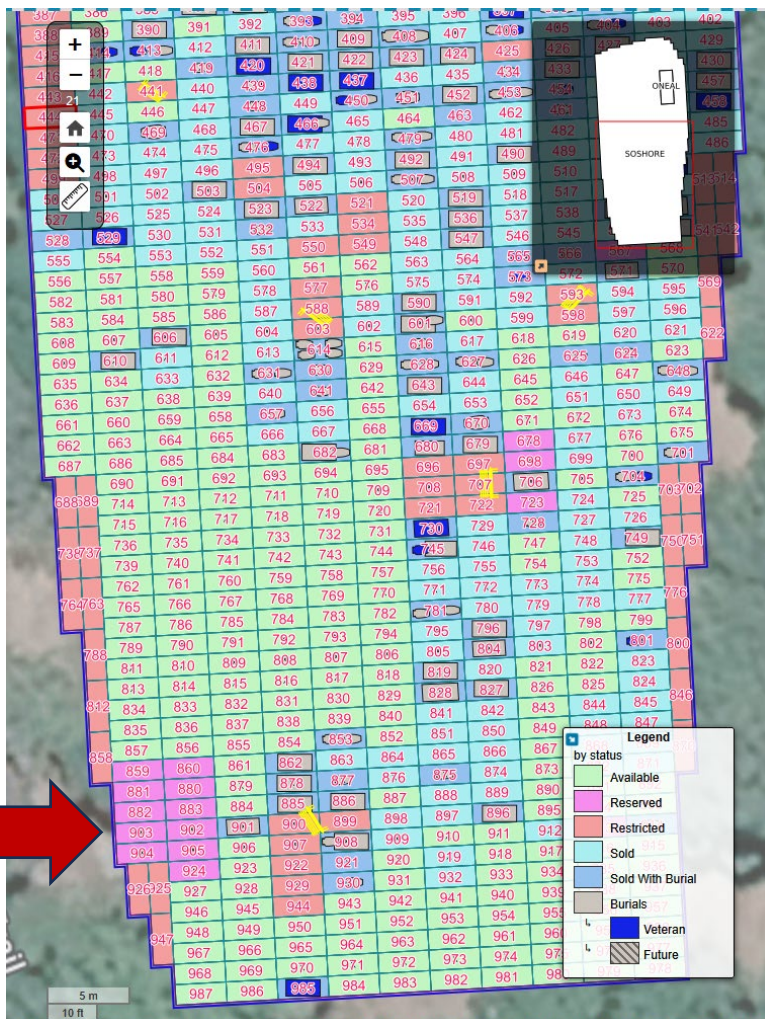
**Item Title: Southern Shores Ordinance Sec. 10-1 — Municipal cemetery established; cemetery fund; monitoring of operations.**

**Item Summary:** Cemetery Ordinance Sec. 10-1(e)(2) provides that “no more than four lots may be owned by any one-family, unless town council determines otherwise, based on number of children, grandparents, spouses. Upon written request of the certificate holder, the town may purchase lots back at the original purchase price.”

Multiple members of the Kennedy family (two separate properties—Beech Tree Trail and Eighth Ave) have requested to purchase a total of 11 cemetery plots.

**Staff Recommendation:** Several other families within the community have purchased multiple plots. Staff recommend approving the purchase of 11 plots to be deeded under the Kennedy name.

**Requested Action:** Approve the purchase of multiple cemetery plots by members of the Kennedy family.



SOUTHERN SHORES CEMETERY

TOTAL PLOTS: 988

SOLD: 603

RESTRICTED (TREE/ ROOTS): 85

AVAILABLE: 300



## AGENDA ITEM SUMMARY

### Item #consent 2

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**MEETING DATE:** April 14, 2026

**ITEM TITLE:** Position Classification and Pay Plan Amendments

**ITEM SUMMARY:**

The Town Council approved the hiring of a Public Information Officer with the adoption of the current budget. After reviewing job responsibilities, it was determined that combining the duties of a Public Information Officer with those of the Administrative Assistant would be the appropriate combination while moving the financial responsibilities to a separate role. Essentially, the responsibilities of three positions are separated into two. The “Fiscal Support Specialist” will focus on Finance and HR. This position would report directly to FO/HR Director. The PIO/AA will report directly to the Town Manager. The position of Administrative Assistant at Grade 12 has been removed from the Pay Scale and replaced with the Public Information Officer/Admin. Asst. at Grade 16.

Staff requests the Council approve the addition of these town positions to the attached Position Classification and Pay Pan.

**Attachments:** Position Classification and Pay Plan

Job Descriptions:

Public Information Officer / Administrative Assistant

Fiscal Support Specialist

## **PUBLIC INFORMATION OFFICER/ADMINISTRATIVE ASSISTANT TOWN OF SOUTHERN SHORES, NORTH CAROLINA**

### **Primary Reason Classification Exists**

This is a dual-role position responsible for managing the Town's strategic communications program and providing administrative support to Town leadership and departments. This position ensures transparent, timely, and effective communication with residents, media, and stakeholders while supporting daily administrative operations and customer service functions.

### **Distinguishing Features of Class**

An employee in this class manages a strategic communications program incorporating organizational-wide communication policies and procedures, departmental program knowledge, branding, and the expectations of the citizenry for open and transparent government. Employee plans for and implements the communications strategies as well as researches, writes, edits, and coordinates a wide variety of videos, documents and programs to inform and educate the public on Town programs, activities, and services. Responsibilities include serving as Town spokesperson to the media; working with department heads to publicize program activities and accomplishments and customizing the communications during critical incidents. Work also includes researching and responding to media inquiries; producing and distributing videos, press releases, publications and PSAs; and managing content on the Town's website and for social media. Work requires knowledge of marketing and public relations, significant writing skills and use of meeting, design and media technology. Work involves considerable broad contact with the public, federal, State, and local government officials, and the media.

The employee provides administrative support activities to Administration and Public Works staff, and provides reception and customer service to the public regarding Town services and information. Work is performed under the general supervision of the Town Manager and is evaluated through observation, conference, and review of work. Also follows directives from the Deputy Town Manager/Planning Director and Public Works Director.

### **Illustrative Examples of Work**

#### **Public Information Officer Duties**

- Develop and implement a comprehensive communications and branding strategy for the Town, ensuring accurate and timely public information about municipal activities, services, and events.
- Research, write, edit, and distribute content for the Town's website, social media platforms, newsletters, press releases, videos, and other publications.
- Serve as the primary media contact and spokesperson; coordinate interviews, respond to media inquiries, and maintain relationships with media outlets.
- Monitor news coverage and public sentiment; advise Town leadership on communication strategies.

Public Information Officer/Administrative Assistant  
 Town of Southern Shores  
 Page 2

- Lead communication efforts during emergencies, including weather events; coordinate with County information centers and participate in Emergency Operations Center activities as needed.
- Maintain and grow the Town's social media presence across multiple platforms.
- Responsible for operating and care of recording audio and video of public meetings to ensure accurate documentation and public accessibility.

Administrative Assistant Duties

- Provide administrative support to the Town Manager, Deputy Town Manager/Planning Director, Public Works Director, and Town Clerk.
- Perform reception and customer service duties, including handling inquiries, processing payments for parking fines and permits, and managing phone systems.
- Maintain work order systems for Public Works and coordinate services for Town equipment, copiers, and phone systems.
- Manage mail distribution, schedule large item pickups, and assist with surplus item listings.
- Order and organize office supplies; schedule use of the Pitts Center for meetings and events.
- Maintain a list of contracted services and terms.

Perform other related duties as assigned.

**Knowledge, Skills and Abilities:**

- Thorough knowledge of the principles, methods, procedures, and strategies concerning public information, communications and community relations programs, and of policies, regulations, guidelines, and legal standards pertaining to the distribution of news and public information.
- Considerable knowledge of grammar, punctuation, proofreading, editing, and layout.
- Considerable knowledge of the Town's organization, activities, and functions.
- Considerable knowledge of technology including various publishing software applications, website maintenance, and various media such as on-line video streaming, photographic and audio-video equipment, and of photography, graphic design, and printing.
- Skill in teamwork, creativity, collaborative conflict resolution, and internal and external customer service excellence.
- Ability to coordinate and disseminate information regarding programs and services to media, staff and the community in an accurate and timely manner that increases understanding of the Town's programs and activities.
- Ability to gather, analyze, interpret, and report research findings.
- Ability to work independently and to exercise sound judgment in making decisions related to the release and communication of public information.
- Ability to communicate effectively in conversations, public presentations and written form, including news releases, newsletters, brochures, electronic media, and other materials.

Public Information Officer/Administrative Assistant  
Town of Southern Shores  
Page 3

- Ability to perform special projects that require skills such as research and coordination with various other governmental agencies and the press.
- Ability to establish and maintain effective working relationships with members of the press, elected and appointed officials, department heads, employees, and general public.
- Ability to understand and work in a political environment while remaining apolitical.
- Ability to maintain confidentiality of information obtained during work operations.
- Working knowledge of office management practices.
- Skill in public contact and collaborative conflict resolution.

### **Physical Requirements**

- Must be able to perform the basic life operational functions of climbing, reaching, walking, pushing, pulling, lifting, grasping, talking and hearing.
- Must be able to perform light work exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.
- Must possess the visual acuity to compile and compute data and information, to perform transcription tasks, operate a computer terminal, do extensive reading and research, and proof and inspect finished written material.

### **Working Conditions**

Employee works in multiple settings and environments with frequent interaction at public events, council meetings, and within municipal facilities. Position is considered essential. Must maintain state of readiness for storm/disaster events to include preparation and post operation duties. Essential personnel must maintain duty assignments in adverse conditions. Work is performed under the general supervision of the Town Manager and is reviewed by inspection or in conference for accuracy, effectiveness, and citizen satisfaction.

### **Desirable Education and Experience**

Graduation from an accredited college or university with a bachelor's degree in journalism, marketing, public or business administration, media production or a related field and considerable related experience; or an equivalent combination of education and experience.

### **Special Requirement**

Possession of a valid North Carolina driver's license. Certification as a Notary Public.

**FLSA Status:** Non-Exempt

Public Information Officer/Administrative Assistant  
Town of Southern Shores  
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**Disclaimer** - *This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The Town of Southern Shores reserves the right to assign or otherwise modify the duties assigned to this classification.*

January 2026

## FISCAL SUPPORT SPECIALIST

### General Statement of Duties

Performs a variety of customer service and administrative support duties supporting the fiscal functions of the Town.

### Distinguishing Features of the Class

An employee in this class performs a variety of clerical and fiscal support duties in the Finance Office. Work includes reviewing incoming daily deposits, receipts, and bills from departments for required information; researching vendor information; credit card and bank statement reconciliation and accounts payables. This position will also serve as the backup for processing payroll and all tax payments and retirement payments, as well as serving as a backup at performing reception duties at the front desk greeting the public, answering the telephone, fielding general questions and referring calls to appropriate personnel. Work also involves accepting new hire paperwork, reviewing for completion, and submitting to payroll for processing; typing and data entry work; compiling information for reports; creating and maintaining accurate files and records; and picking up and distributing mail to Town departments. Work involves accuracy and coordination with other departments. The employee is expected to have a good understanding of the department services to respond to inquiries, including some technical knowledge about processes, policies, and procedures. Work typically follows established procedures; precedent setting situations are referred to others. Work is performed under regular supervision and is evaluated through observation, conferences, and quality and effectiveness of the work completed by the Finance Officer.

### Duties and Responsibilities

#### Essential Duties and Tasks

Accepts daily deposits from departments; issues receipts; completes daily deposit tape for processing.

Performs new hire orientation; reviews required new hire paperwork; explains employee benefits; reviews forms for accuracy and completion; and submits to payroll for processing.

Performs scanning and data entry to maintain and retrieve a variety of files, databases, calculate bills, and generate reports.

Receives incoming bills and invoices for payment; research vendor information; processes weekly payables via ACH.

Reviews and verifies forms, applications, records and reports to ensure that information is provided and correct.

Compiles reports from program and service activity data requiring limited research; creates records by posting general program activity on established forms, files, computer databases, spreadsheets, etc.

Serves as backup to answer telephone and greets visitors; directs calls or visitors and gives department information based on type of request; selects appropriate materials to answer questions and provide assistance.

Assists the public with understanding departmental and Town policies and procedures as they relate to the services provided; may refer to others for resolution.

Retrieves and delivers mail for all Town departments; screens mail, documents and other materials and routes to appropriate departments.

Additional Job Duties

May coordinate or assist with the work of others, typically in their absence.  
Performs related duties as required.

Recruitment and Selection Guidelines

Knowledge, Skills, and Abilities

Considerable knowledge of modern office procedures and related office information technology equipment, software, and peripherals.

Considerable knowledge of financial software application and ability to operate hardware to produce checks and pay bills.

Working knowledge of ordinances, regulations, procedures, policies and practices related to area of assignment and of the organization's personnel procedures.

Skill in the use of spreadsheets, and data bases used in area of work assignment.

Ability to work independently on responsible administrative support tasks, some of which may be confidential or sensitive.

Ability to keep fiscal and statistical records, ledgers, and files and provide information correctly and concisely.

Ability to create and maintain accurate records, reports and files in support of customer oriented operation.

Ability to communicate effectively in oral and written form in person and by telephone.

Ability to be tactful and courteous while conducting the Town's business.

Ability to establish and maintain effective working relationships with supervisors, coworkers, and the general public.

Physical Requirements

Must be able to physically perform the basic life operational functions of stooping, kneeling reaching, standing, walking, pushing, pulling, lifting, fingering, talking, hearing and repetitive motions.

Must be able to perform light work exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to lift, carry, push, pull or otherwise move objects.

Must possess the visual acuity to prepare figures and data, do accounting work, operate a computer, read extensively and proof work performed.

Desirable Training and Experience

Graduation from accredited college or university with an Associate's degree in accounting or a related field; or an equivalent combination of education and experience.

NORTH CAROLINA  
DARE COUNTY

RENEWAL/EXTENSION OF SERVICE CONTRACT  
EXTENSION -one-year term through 6/30/2027

THIS CONTRACT RENEWAL/EXTENSION is made and entered and entered into this the 14<sup>th</sup> day of April 2026, by and between **TOWN OF SOUTHERN SHORES**, a body corporate and politic existing pursuant to the laws of the State of North Carolina, (the "TOWN") party of the first part and **Atlantic Tree Experts** ("Contractor"), party of the second part.

Pursuant to Section 2 of the Service Contract entered into between the parties on July 1, 2022 (the "SERVICE CONTRACT"), the TOWN and the CONTRACTOR have agreed to extend and renew the SERVICE CONTRACT from its extended expiration on June 30, 2026 through June 30, 2027. The terms of the SERVICE CONTRACT shall remain in full force and effect.

The TOWN shall pay the CONTRACTOR a total base contract amount of one hundred ninety-nine thousand six dollars (\$199,006) from July 1, 2026 to June 30, 2027; The CONTRACTOR will be paid annually in twenty-six (26) equal installments every two weeks.

Both the TOWN and the CONTRACTOR agree to the above contractual terms and conditions.

Witnesses or Attested By:

Town of Southern Shores

\_\_\_\_\_

By: \_\_\_\_\_

(SEAL)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Witness or Attested By:

Contractor

\_\_\_\_\_

By: \_\_\_\_\_

(SEAL)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

This instrument has been preaudited in the manner required by  
The Local Government Budget and Fiscal Control Act,

\_\_\_\_\_  
Town of Southern Shores Finance Director

## Child Abuse Prevention Month, April 2026 Proclamation

**Whereas**, children are vital to our state's future success, prosperity, and quality of life, as well as being our most vulnerable assets;

**Whereas**, all children deserve safe, stable, and nurturing homes and communities that foster their healthy growth and development;

**Whereas**, child abuse and neglect are community responsibilities, affecting both the current and future quality of life of our communities;

**Whereas**, communities that provide parents with social support, knowledge of parenting and child development, and the resources they need to cope with stress and nurture their children help ensure that all children grow to their full potential;

**Whereas**, effective child abuse prevention strategies succeed because of partnerships among citizens, human service agencies, schools, faith communities, health care providers, civic organizations, law enforcement agencies, and the business community.

**Therefore**, we, the Town of Southern Shores, do hereby proclaim

**April as Child Abuse Prevention Month** and call upon all citizens, community agencies, faith groups, medical facilities, elected leaders, and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

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Elizabeth Morey, Mayor-Town Council

Town of Southern Shores, NC



# Town of Southern Shores

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## PROCLAMATION IN SUPPORT OF LOCAL NEWS DAY

Proclamation # 2026-04(03)

**WHEREAS**, Americans overwhelmingly say local news and information is the most important and most trusted source of news;

**WHEREAS**, local journalism is a foundational element of a functioning and healthy democracy;

**WHEREAS**, local journalism equips communities for civic engagement and action;

**WHEREAS**, communities across the state are joining together to recognize and celebrate the importance of local news during the second week of April;

**WHEREAS**, the Town of Southern Shores community relies on trusted local news for reliable, vetted information, both in daily living and in moments of crisis;

**WHEREAS**, the Town of Southern Shores is served by several news outlets;

**WHEREAS**, the Town of Southern Shores recognizes the critical importance of local news in many forms;

**Now, therefore**, I, Elizabeth Morey, mayor of the Town of Southern Shores, do hereby recognize April 10, 2026, as Local News Day in the Town of Southern Shores, and encourage residents to support local journalists, promote transparency, and celebrate Local News Day every day.

SEAL

\_\_\_\_\_  
Elizabeth Morey, Mayor

Attest:

\_\_\_\_\_  
Sheila Kane, Town Clerk



## AGENDA ITEM SUMMARY

### Item #consent 6

**MEETING DATE:** April 14, 2026

**ITEM TITLE:** RESOLUTION OPPOSING STATE LEGISLATION THAT LIMITS LOCAL PROPERTY TAX AUTHORITY AND THREATENS CORE PUBLIC SERVICES

**ITEM SUMMARY:**

North Carolina lawmakers are actively advancing a proposal to amend the state constitution to limit how much local governments can increase property tax revenue.

The House Select Committee on Property Tax Reduction and Reform recently signaled support for a ballot measure that would mandate the General Assembly to enact "levy limits".

If enacted, this policy would automatically lower property tax rates when property values rise during revaluations to prevent local governments from gaining a "windfall".

Any tax revenue increases beyond the state-mandated cap would require a public referendum.

Lawmakers aim to place this amendment on the November 3, 2026 general election ballot.

The next House Select Committee on Property Tax Reduction and Reform meeting is scheduled for April 15, 2026, at 10am.

**Requested Action:** Consideration of attached resolution.

**Attachment:** Resolution

NCGA Bill Draft Summary - Const. Amend. Property Tax Levy Limit



# Town of Southern Shores

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## RESOLUTION OPPOSING STATE LEGISLATION THAT LIMITS LOCAL PROPERTY TAX AUTHORITY AND THREATENS CORE PUBLIC SERVICES

Resolution # 2026.04.xx

**WHEREAS**, The Town of Southern Shores is committed to providing essential public services and maintaining a high quality of life for its residents, including police and fire protection, ocean rescue, street maintenance, and community services; and

**WHEREAS**, Local governments in North Carolina rely primarily on property tax revenue as their most stable and locally controlled funding source to provide essential services to residents and businesses; and

**WHEREAS**, Unlike enterprise services funded through user fees, general government services rely almost entirely on property tax revenue, making them especially vulnerable to any restrictions on that revenue source; and

**WHEREAS**, Proposed legislation would impose limits on the growth of local property tax revenues, including levy limits and requirements for voter approval to exceed those limits; and

**WHEREAS**, Such limitations would significantly restrict the ability of local governments to maintain service levels, respond to growth, and plan responsibly for the future, particularly in communities experiencing continued population increases; and

**WHEREAS**, Public safety services, especially law enforcement and fire protection, represent one of the most critical and resource-intensive responsibilities of local government, requiring consistent and predictable funding to ensure adequate staffing, training, and response capabilities; and

**WHEREAS**, Imposing rigid caps on property tax revenue would force local governments into a reactive financial posture, resulting in delayed investments, reduced service levels, and increased long-term costs to residents; and

**WHEREAS,** Requiring voter referenda to exceed arbitrary revenue limits would introduce uncertainty and delay into the funding of essential services that must be maintained without interruption; and

**WHEREAS,** Local elected officials are directly accountable to their residents and are best positioned to make informed decisions regarding taxation and service levels based on community needs; and

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Town of Southern Shores strongly opposes any state legislation that limits local property tax authority, including levy limits, revenue caps, or mandatory voter referenda to exceed such limits;
2. The Town affirms that property tax flexibility is essential to funding core public services, including law enforcement, fire protection, ocean rescue, street maintenance and community services that directly impact residents’ daily lives;
3. The Town urges the North Carolina General Assembly to reject any legislation that would undermine the ability of municipalities to fund essential services;
4. The Town further urges state leaders to recognize that limiting property tax revenues will not reduce the need for services, but will reduce the ability to provide them effectively;
5. The Town calls for the preservation of local control and accountability, allowing locally elected officials to make responsible fiscal decisions based on the needs of their communities;
6. The Town Clerk is directed to transmit this resolution to:
  - o Members of the North Carolina General Assembly representing Dare County,
  - o Leadership of the North Carolina General Assembly,
  - o The North Carolina League of Municipalities.

ADOPTED this 14 day of April, 2026.

SEAL

\_\_\_\_\_  
Elizabeth Morey, Mayor

Attest:

\_\_\_\_\_  
Sheila Kane, Town Clerk



# Bill Draft 2025-MCfy-226: Const. Amend. Property Tax Levy Limit.

2025-2026 General Assembly

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<b>Committee:</b>	House Select Committee on Property Tax Reduction and Reform	<b>Date:</b>	March 18, 2026
<b>Introduced by:</b>		<b>Prepared by:</b>	Dan Ettefagh
<b>Analysis of:</b>	2025-MCfy-226		Committee Co-Counsel

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**OVERVIEW:** Bill Draft 2025-MCfy-226 would submit to the voters of North Carolina the question of whether to amend the State Constitution to require the General Assembly to enact legislation limiting the property tax levy increase by counties and cities.

**CURRENT LAW:** The State Constitution may be amended by either a constitutional convention or by legislative action. An amendment proposed by legislative action must be approved by a vote of three-fifths of each house and submitted to the voters of the State. If a majority of the voters of the State approve, the amendment becomes effective either the January following the public vote or the date provided in the enactment.

The North Carolina Constitution (i) vests in the General Assembly the authority to grant units of local government the ability to levy property taxes and (ii) requires the authorization of those levies to be for purposes authorized by general law uniformly applicable throughout the State. The North Carolina General Statutes currently limits the authorization of property taxes generally to a maximum rate of \$1.50 per \$100 of value.

**BILL ANALYSIS:** The bill draft would submit to the voters of North Carolina, the question of whether to amend the State Constitution to require the General Assembly to enact limits on the amount by which the authorized property tax levy could be increased and allow for exceptions applicable to the limitations enacted.

The ballot question would be considered at the statewide general election to be held on November 3, 2026, and the ballot question would read:

"Constitutional amendment requiring limits on property tax increases by local governments."

**EFFECTIVE DATE:** This act is effective when it becomes law. If approved by a majority of the voters in the November 3, 2026, election, the amendment to the North Carolina Constitution will become effective upon certification of the referendum results.

Kara McCraw  
Director



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Legislative Analysis  
Division  
919-733-2578



## AGENDA ITEM SUMMARY

### Item #consent 7

**MEETING DATE:** April 14, 2026

**ITEM TITLE:** Consideration of approval for a grant application submitted for the NCDOT Multimodal Grant Program. for Advance Assistance as part of the Hazard Mitigation Grant Program

**ITEM SUMMARY:**

The NCDOT Integrated Mobility Division (IMD) and the Transportation Planning Division created an annual matching grant program – the Multimodal Planning Grant Program (MMPG) – to encourage municipalities to develop comprehensive bicycle plans and pedestrian plans. This program was initiated in January 2004 and is currently administered through NCDOT-IMD.

The Multimodal Planning Program has been successful in its 22 grant cycles - since 2004, 287 planning grants have been awarded. To date, a total of approximately \$9.7 million has been allocated to 278 municipalities, 6 counties, and 3 Universities through this grant program

### **Bicycle and/or Pedestrian Plan**

#### **Plan Information**

**What is it?** A comprehensive bicycle or pedestrian network plan allows a municipality to set a vision for bicycle or pedestrian transportation in their community, plan for a bicycle or pedestrian network, and identify priority bicycle or pedestrian projects. Creation of a bicycle or pedestrian network plan is likely to be the first step to implementation of bicycle and pedestrian projects and supports a more bicycle-friendly walk-friendly environment.

**How is it helpful?** Having a plan for a bicycle or pedestrian network and identified projects allows the municipality to better communicate and coordinate their active transportation needs with regional planning organizations and NCDOT during transportation planning and project development. A bicycle or pedestrian planning process also helps with review of existing land use policies to encourage consideration of potential changes to realign local development standards with desired walk-friendly and bicycle-friendly outcomes.

**Who is it for?** This type of plan is a good option for municipalities that do not have an existing bicycle or pedestrian plan, or their previous plan is at least five years old, and they would like to update it.

## When to Choose This Type of Plan

A local government would pursue a bicycle or pedestrian network plan rather than a multimodal network plan when no fixed route or deviated fixed route transit service is present. A full bicycle or pedestrian network plan allows a municipality to go through more detailed steps in data gathering and stakeholder public engagement as compared to a project acceleration study, so that a larger list of potential projects is considered more fully. A municipality may also select this plan when their existing bicycle or pedestrian plan is more than five years old, and the municipality would like to refresh its priority project list, account for local growth or changes, and explore new programs and policies to promote bicycling and walking.

## Project Deliverables

List of short-term and long-term bicycle and pedestrian improvements and implementation plan

- Improvements could include point projects such as pedestrian crossing improvements and addressing intersection safety for bicyclists
- Linear project recommendations could include sidewalk improvements, shared-use path improvements, and on-road bicycle improvements

Bicycle or pedestrian network map

Cutsheets for priority projects, with additional detail and planning level cost estimates for top 4-6 projects

## STAFF RECOMMENDATION AND REQUESTED ACTION:

Staff requests the Council approve the attached resolution authorizing the grant application.

**Attachment:** Resolution



# Town of Southern Shores

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## RESOLUTION IN SUPPORT OF A GRANT APPLICATION FOR A BICYCLE AND PEDESTRIAN PLAN THROUGH NCDOT IMD MULTIMODAL PLANNING GRANT PROGRAM

Resolution # 2026.04.14

**WHEREAS**, the NCDOT has an annual matching grant program to encourage municipalities to develop comprehensive bicycle and pedestrian plans;

**WHEREAS**, the 2026 Multimodal Planning Grant Program, administered by the North Carolina Department of Transportation, provides a “comprehensive strategy for expanding bicycle and pedestrian opportunities in a community, rather than support a single project,” and can include facilities, programs, policies and design guidelines that promote safe walking and biking.

**WHEREAS**, to date, a total of approximately \$9.7 million has been allocated to 278 municipalities, 6 counties, and 3 Universities through this grant program;

**WHEREAS**, the IMD Multimodal Planning Grant allows any North Carolina municipality to apply for a comprehensive bicycle and pedestrian plan;

**WHEREAS**, a comprehensive bicycle or pedestrian network plan allows a municipality to set a vision for bicycle or pedestrian transportation in their community, plan for a bicycle or pedestrian network, and identify priority bicycle or pedestrian projects. Creation of a bicycle or pedestrian network plan is likely to be the first step to implementation of bicycle and pedestrian projects and supports a safer, more walkable and bicycle-friendly environment.

**WHEREAS**, the Town of Southern Shores will apply for a stand-alone bicycle and pedestrian plan through the grant program,

**NOW THEREFORE, BE IT RESOLVED** that the Town of Southern Shores shall submit a grant application for an IMD Multimodal Planning Grant Program through NCDOT in response to NCDOT’s call for projects, make the necessary assurances and certifications with the NCDOT, and to apply for a comprehensive bicycle and pedestrian plan.

ADOPTED and approved this the 14th day of April, 2024

SEAL

\_\_\_\_\_  
Elizabeth Morey, Mayor

Attest:

\_\_\_\_\_  
Sheila Kane, Town Clerk





## AGENDA ITEM SUMMARY

Item # CONSENT 8

**MEETING DATE:** April 14, 2026

**ITEM TITLE:** Designation of Voting Delegate for the North Carolina League of Municipalities Board Elections

**ITEM SUMMARY:** The upcoming election for the North Carolina League of Municipalities (NCLM) leadership relies on a structured, member-driven voting process. To ensure local interests are represented, every member municipality must appoint a single voting delegate to cast their official ballot.

Here is the timeline and procedure for the 2026 election:

- April 13: The Nominating Committee will release the final slate of candidates by 5:00 p.m. At this time, designated delegates will receive their credentials and electronic voting instructions.
- April 13 – April 21: The formal Voting Period is open. During this window, all appointed delegates must submit their votes electronically.
- Verification: Following the close of the polls, the Executive Director will verify the electronic results to ensure accuracy before the annual meeting.
- May 7: The final election results will be officially announced during the Business Meeting at the CityVision Annual Conference.

This process ensures that the Board of Directors—which represents a diverse range of towns from the mountains to the coast—is chosen through a clear, democratic consensus of its member cities.

**REQUESTED ACTION:** Designate Mayor Morey as the town’s voting delegate.



# Town of Southern Shores

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Resolution 2026-04-01

## RESOLUTION SUPPORTING THE CONTINUED INCLUSION OF THE MID-CURRITUCK BRIDGE PROJECT IN THE NCDOT STATE TRANSPORTATION IMPROVEMENT PROGRAM

**WHEREAS**, the Mid-Currituck Bridge is a vital infrastructure project intended to provide a second crossing of the Currituck Sound, connecting the mainland to the Outer Banks near Corolla; and

**WHEREAS**, the project is critical to improving hurricane evacuation clearance times, which currently exceed the state-designated standard for the northern Outer Banks; and

**WHEREAS**, the Town of Southern Shores has long supported this project to alleviate severe seasonal traffic congestion on N.C. 12 and U.S. 158, which impacts the quality of life and safety of residents and visitors; and

**WHEREAS**, recent financial analyses indicate that the estimated construction costs for the bridge have risen, creating a significant funding gap beyond currently committed state funds and projected toll revenues; and

**WHEREAS**, the Town believes the base toll rate of \$15 is well below what users would likely pay and urges NCDOT to analyze the potential impact of a higher toll rate to reduce the revenue gap.

**WHEREAS**, the North Carolina Department of Transportation (NCDOT) has recently considered pulling back committed funds and requiring the project to re-compete for funding in the State Transportation Improvement Program (STIP); and

**WHEREAS**, the Town Council believes that removing or de-prioritizing the project now would undermine decades of planning, environmental review, and recent legal victories that have cleared the way for construction; and

**WHEREAS**, keeping the project in the STIP for one additional funding cycle provides the necessary timeframe for stakeholders, including the N.C. Turnpike Authority and regional partners, to identify and secure alternative revenue sources, such as federal grants or updated tolling strategies.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Southern Shores that:

Retention in STIP: The Town strongly urges the NCDOT and the North Carolina Board of Transportation to retain and advance the Mid-Currituck Bridge project (STIP Number R-2576) in the current and future State Transportation Improvement Program.

Funding Search: The Town supports a concentrated effort by state and local officials to aggressively pursue new revenue streams, including federal U.S. Department of Transportation grants and public-private partnerships, to bridge the current funding gap.

Regional Priority: The Town reaffirms the Mid-Currituck Bridge as its highest transportation priority for regional safety, emergency management, and economic stability.

ATTEST:

Respectfully submitted,

\_\_\_\_\_  
Elizabeth Morey, Mayor

\_\_\_\_\_  
Sheila Kane, Town Clerk



## AGENDA ITEM SUMMARY

Item #\_11\_

**MEETING DATE:** April 14, 2026

**ITEM TITLE:** Town Code Amendment – Tent Ordinance

**ITEM SUMMARY:**

Listed below is a summary of the Dare County municipalities' rules as they apply to personal equipment and tents left on the beach.

Duck - Beach tent/ chair, etc. setups may not occur before 6:30 a.m. and must be removed daily from the beach by 6:30 p.m. if unattended.

Kitty Hawk - Beach goers are prohibited from leaving unattended personal equipment such as chairs, umbrellas, canopies and coolers on the beach overnight.

Kill Devil Hills - Overnight placement of beach equipment. Any manner of overnight placement or storage of privately owned beach equipment, left unattended, in the open air or, inside any type of container, box or chest; or, bundled, baled or gathered, covered or uncovered, on the ocean beach between the hours of sunset and sunrise.

Nags Head - Beach goers are prohibited from leaving unattended personal equipment on the beach from 8 p.m. until 6 a.m. daily. In addition, equipment must not obstruct the passage of vehicles on the beach or the line of sight of lifeguards to the ocean.

Town staff recommend extending beach tent hours to better reflect how people actually use the beach. Currently, tents are allowed from 7:00 am to 5:00 pm, and must be attended at all other times. The Town Council is asked to consider an amendment to extend these hours to 6:00 am through 7:00 pm.

**STAFF RECOMMENDATION AND REQUESTED ACTION:**

Consideration and approval of the attached TCA.



**Town of Southern Shores**  
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Phone 252-261-2394 / Fax 252-255-0876  
info@southernshores-nc.gov  
www.southernshores-nc.gov

TCA-2026-02  
4-14-2026  
Ordinance 2026-XX-XX

AN ORDINANCE AMENDING THE CODE OF ORDINANCES  
OF THE TOWN OF SOUTHERN SHORES, NORTH CAROLINA

**ARTICLE I. Purpose(s) and Authority.**

**WHEREAS**, pursuant to N.C.G.S. Chap. 160A, the Town has duly codified the Town’s Code of Ordinances (the “Town Code”); and

**WHEREAS**, pursuant to North Carolina General Statutes § 160A-174 the Town may enact and amend ordinances that define, prohibit, regulate, or abate acts, omissions, or conditions, detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the Town, and may define and abate nuisances; and

**WHEREAS**, the Town Council for the Town of Southern Shores (the “Town Council”) finds that it is necessary to regulate certain activities upon the ocean beaches of the Town to ensure the public enjoyment and safe recreation upon the public beaches; and

**WHEREAS**, the Town further finds that in accordance with the findings above it is in the interest of and not contrary to the public's health, safety and general welfare for the Town to amend the Town Code of Ordinances as stated below.

**ARTICLE II. Construction.**

For purposes of this ordinance amendment, underlined words (underline) shall be considered as additions to existing Town Code language and strikethrough words (~~strikethrough~~) shall be considered deletions to existing language. Any portions of the adopted Town Code which are not repeated herein, but are instead replaced by an ellipses (“...”) shall remain as they currently exist within the Town Code.

**ARTICLE III. Amendment of Town Code.**

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of Southern Shores, North Carolina, that the Town Code shall be amended as follows:

**PART I.** That **Sec. 34-55. General penalty; Beach and dune management.** Be amended as follows:

1 **Sec. 34-55. Beach and dune management.**

2

3 ...

4

5 (b) *Beach and dune protection.* The following activities shall be considered unlawful on  
6 the beach, as defined in section 34-55:

7

8 ...

9

10 (2) Leaving unattended personal articles on the beach between the hours of ~~5~~7:00  
11 p.m. and ~~7~~6:00 a.m. These items may include, but shall not be limited to,  
12 volleyball nets, badminton nets, poles, tents, chairs, cabanas, sunshades,  
13 horseshoe stakes, croquet courses, umbrellas or any other personal property  
14 items. Unattended personal articles left on the beach between ~~5~~7:00 p.m. and  
15 ~~7~~6:00 a.m. are subject to removal and disposal;

16

17 ...

18

19 **ARTICLE IV. Severability.**

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21 All Town ordinances or parts of ordinances in conflict with this ordinance amendment are  
22 hereby repealed. Should a court of competent jurisdiction declare this ordinance  
23 amendment or any part thereof to be invalid, such decision shall not affect the remaining  
24 provisions of this ordinance amendment nor the Zoning Ordinance or Town Code of the  
25 Town of Southern Shores, North Carolina which shall remain in full force and effect.

26

27 **ARTICLE V. Effective Date.**

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29 This ordinance amendment shall be in full force and effect from and after the \_\_\_\_ day of  
30 \_\_\_\_\_, 2026.

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\_\_\_\_\_  
Elizabeth Morey, Mayor

34 ATTEST:

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37 \_\_\_\_\_  
Town Clerk

38

39

40 APPROVED AS TO FORM:

41

42

43 \_\_\_\_\_  
Town Attorney

44

45 Date adopted:

1  
2  
3  
4  
5  
6  
7

\_\_\_\_\_  
Motion to adopt by Councilmember:

\_\_\_\_\_  
Motion seconded by Councilmember:

Vote: \_\_AYES\_\_NAYS