

**TOWN OF DUCK
TOWN COUNCIL
RETREAT
February 19 & 20, 2020**

The Town Council for the Town of Duck convened at the Paul F. Keller Meeting Hall at 9:00 a.m. on Wednesday, February 19, 2020.

COUNCIL MEMBERS PRESENT: Mayor Don Kingston, Mayor Pro Tempore Monica Thibodeau; Councilor Nancy Caviness; Councilor Sandy Whitman; and Councilor Rob Mooney.

OTHERS PRESENT: Town Manager Christopher Layton, Director of Community Development Joe Heard; Fire Chief Donna Black; Deputy Fire Chief Clarence Batschelet; Police Chief John Cueto; Police Lieutenant Jeffrey Ackerman; Director of Marketing and Information Christian Legner; Assistant to the Town Manager Alyson Flynn; Attorney Ben Gallop; Chris Dewitt and Ricky Wiatt of VHB, Inc.; Ken Willson and Adam Priest of APTIM; Jennifer Harris of the North Carolina Turnpike Authority; Blair Tormey of Western Carolina University; and Town Clerk Lori Ackerman.

ABSENT: Public Relations Administrative Assistant Betsy Trimble and Town Attorney Robert Hobbs.

Mayor Kingston called the meeting to order at 9:06 a.m. He welcomed everyone to the Retreat.

FINANCIAL OVERVIEW

Proposed Budget Adoption Schedule FY 2021

Town Manager Christopher Layton was recognized to speak. Town Manager Layton reviewed the proposed budget adoption schedule for Fiscal Year 2021 with Council and the audience, noting that April will be when he presents his proposed budget and then work sessions would be scheduled.

Mayor Pro Tempore Thibodeau moved to approve the proposed budget adoption schedule as amended.

Motion carried 5-0.

FY 2020 and Preliminary FY 2021 Analysis/Update

Town Manager Layton gave an analysis and update on Fiscal Year 2020 as well as a preliminary Fiscal Year 2021 analysis to Council and the audience, touching on budgetary goals, building permits, the Public Safety building, revenues and expenditures. He then took questions from Council and the audience.

Draft FY 2021 Capital Improvements Program

Town Manager Layton gave a presentation on the draft FY 2021 Capital Improvements Program to Council and the audience. He then took questions from Council.

Mayor Kingston thanked Town Manager Layton for his presentations. He called for a 15-minute break. The time was 11:11 a.m.

Mayor Kingston reconvened the meeting.

UPDATES FROM VHB ENGINEERING, NC

Comprehensive Pedestrian Plan Improvements

Ricky Wiatt of VHB Engineering, NC was recognized to speak. Mr. Wiatt gave a short presentation on the Town's Comprehensive Pedestrian Plan improvements to Council and the audience. He then took questions from Council and the audience.

Mayor Kingston thanked Ricky Wiatt for his presentation.

Duck Town Park Sill Project and Living Shoreline Project

Chris Dewitt of VHB Engineering, NC was recognized to speak. Mr. Dewitt gave a short presentation on the Duck Town park sill project and living shoreline projects to Council and the audience. He then took questions from Council and the audience.

Public Safety Building Environmental Assessment

Chris Dewitt gave a short presentation on the Public Safety building environmental assessment to Council and the audience. He then took questions from Council and the audience.

Mayor Kingston thanked Chris Dewitt for his presentation. He called for a five-minute break. The time was 12:34 p.m.

Mayor Kingston reconvened the meeting.

UPDATE ON THE MID-CURRITUCK BRIDGE PROJECT

Jennifer Harris of the North Carolina Turnpike Authority was recognized to speak. Ms. Harris gave a short update on the status of the Mid-Currituck Bridge project to Council and the audience. She then took questions from Council and the audience.

Mayor Kingston thanked Jennifer Harris for her presentation. He recessed the meeting for lunch. The time was 1:18 p.m.

Mayor Kingston reconvened the meeting.

UPDATE ON TOWN OF DUCK BEACH NOURISHMENT PROJECT/BEACH PROFILE SURVEYS

Beach Maintenance Plan – Updated November 2019

Ken Willson of APTIM was recognized to speak. Mr. Willson gave an update on the beach maintenance plan to Council and the audience. He then took questions from Council.

Adam Priest of APTIM was recognized to speak. Mr. Priest gave a short presentation on their drone program with regard to beach monitoring to Council and the audience.

Mayor Kingston thanked Ken Willson and Adam Priest for their presentations. He called for a 15-minute break. The time was 2:54 p.m.

Mayor Kingston reconvened the meeting.

UPDATE ON THE DUCK INFRASTRUCTURE VULNERABILITY ASSESSMENT PROJECT

Dr. Blair Tormey of Western Carolina University was recognized to speak. Dr. Tormey gave a short presentation on the Town's infrastructure vulnerability assessment project to Council and the audience. He then took questions from Council and the audience.

Mayor Kingston thanked Blair Tormey for his presentation.

OTHER ISSUES

There were no other issues to discuss.

Councilor Caviness moved to recess the meeting until Thursday, February 20, 2020 at 9:00 a.m.

Motion carried 5-0. The time was 4:01 p.m.

RECONVENE

The Town Council for the Town of Duck reconvened at the Paul F. Keller Meeting Hall at 9:00 a.m. on Thursday, February 20, 2020.

COUNCIL MEMBERS PRESENT: Mayor Don Kingston; Mayor Pro Tempore Monica Thibodeau; Councilor Nancy Caviness; Councilor Sandy Whitman; and Councilor Rob Mooney.

OTHERS PRESENT: Town Manager Christopher Layton; Director of Community Development Joe Heard; Fire Chief Donna Black; Deputy Fire Chief Clarence Batschelet; Police Chief John Cueto; Police Lieutenant Jeffrey Ackerman; Surf Rescue Director Mirek Dabrowski; Attorney Ben Gallop; Director of Marketing and Special Events Christian Legner; Public Relations Assistant Betsy Trimble; Assistant to the Town Manager Alyson Flynn; and Town Clerk Lori Ackerman.

ABSENT: Town Attorney Robert Hobbs.

Mayor Kingston called the meeting to order at 9:05 a.m.

DEPARTMENTAL UPDATES

Community Development

Director of Community Development Joe Heard was recognized to speak. Director Heard gave a short presentation on the Community Development Department and what they do to Council and the audience. He then took questions from Council.

Mayor Kingston called for a 10-minute break. The time was 10:21 a.m.

Mayor Kingston reconvened the meeting.

Flood Damage Prevention Ordinance

Director Heard gave a short presentation on the draft flood damage prevention ordinance to Council and the audience. He then took questions and comments from Council.

Update on the Comprehensive Plan/CAMA Land Use Plan

Director Heard gave a short presentation on the Comprehensive Plan/CAMA Land Use Plan to Council and the audience. He then took questions from Council and the audience.

Mayor Kingston thanked Director Heard for his presentations.

DEPARTMENTAL UPDATES

Public Information/Marketing/Events

Director of Marketing and Special Events Christian Legner and Public Relations Assistant Betsy Trimble were recognized to speak. Director Legner and Public Relations Assistant Trimble gave a presentation on the activities and events going on in Town to Council and the audience. They then took questions from Council.

Mayor Kingston thanked Director Legner and Public Relations Assistant Trimble for their presentations. He recessed the meeting for lunch. The time was 12:42 p.m.

Mayor Kingston reconvened the meeting.

DEPARTMENTAL UPDATES

Police

Police Chief John Cueto was recognized to speak. Police Chief Cueto gave a presentation on the Duck Police Department's activities as well as what they hope to accomplish in the future, including the need for two additional police officers to Council and the audience. He then took questions from Council regarding the need for additional police officers.

Mayor Kingston thanked Police Chief Cueto for his presentation. He called for a 10-minute break. The time was 3:08 p.m.

Mayor Kingston reconvened the meeting.

Fire

Fire Chief Donna Black was recognized to speak. Fire Chief Black gave a presentation on the Duck Fire Department's activities, the need for additional firefighters, what they were looking to accomplish in the future, and whether or not their vehicles need to be marked to Council and the audience. She then took questions from Council and the audience.

Fire Prevention Ordinance

Fire Chief Black gave a short presentation regarding the draft fire prevention ordinance to Council and the audience. She then took questions from Council and the audience.

Mayor Kingston stated that the ordinance would be put on a future agenda for a public hearing.

Mayor Kingston thanked Fire Chief Black for her presentations. He called for a 5-minute break. The time was 5:15 p.m.

Mayor Kingston reconvened the meeting.

Surf Rescue

Surf Rescue Director Mirek Dabrowski was recognized to speak. Surf Rescue Director Dabrowski gave a short presentation on Surf Rescue's activities to Council and the audience. He then took questions from Council and the audience.


Mayor Kingston thanked Surf Rescue Director Dabrowski for his presentation.


Mayor Kingston thanked the audience, staff and all of the presenters for their work. He felt that everyone did a great job. He noted that the next meeting would be the Regular Meeting on Wednesday, March 4, 2020 at 7:00 p.m.

ADJOURNMENT

Councilor Whitman moved to adjourn the meeting.

Motion carried 5-0. The time was 5:51 p.m.


Lori A. Ackerman, Town Clerk

Approved: April 1, 2020

Don Kingston, Mayor

