

**TOWN OF DUCK
TOWN COUNCIL
RETREAT
February 20 & 21, 2019**

The Town Council for the Town of Duck convened at the Paul F. Keller Meeting Hall at 9:00 a.m. on Wednesday, February 20, 2019.

COUNCIL MEMBERS PRESENT: Mayor Don Kingston, Mayor Pro Tempore Monica Thibodeau; Councilor Nancy Caviness; Councilor Chuck Burdick; and Councilor Jon Britt.

OTHERS PRESENT: Town Manager Christopher Layton, Director of Community Development Joe Heard; Fire Chief Donna Black; Deputy Fire Chief William Walker; Police Chief John Cueto; Police Lieutenant Jeffrey Ackerman; Director of Marketing and Information Christian Legner; Public Relations Assistant Betsy Trimble; Town Attorney Robert Hobbs; Chris Dewitt and Ricky Wiatt of VHB, Inc.; Ken Willson of APTIM; and Town Clerk Lori Ackerman.

ABSENT: None.

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

FINANCIAL OVERVIEW

FY 2019 and Preliminary FY 2020 Analysis/Update

Town Manager Christopher Layton was recognized to speak. Town Manager Layton gave an analysis and update on Fiscal Year 2019 as well as a preliminary Fiscal Year 2020 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.

Draft FY 2019 Capital Improvements Program

Town Manager Layton gave a presentation on the draft FY 2019 Capital Improvements Program to Council and the audience. He then took questions from Council.

Beach Maintenance Plan – Updated September 2018

Town Manager Layton gave a short presentation on the Town's beach management maintenance plan 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 10:56 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.

Mayor Kingston thanked Ricky Wiatt for his presentation.

Duck Erosion Plan

Chris Dewitt of VHB Engineering, NC was recognized to speak. Mr. Dewitt gave a short presentation on the Duck erosion plan to Council and the audience. He then took questions from Council and the audience.

It was *consensus* of Council to have the Town Manager work on putting together an updated SAV survey, pursuing permitting of the entire area and working in a short demonstration of the project area in the proposed FY 2020 budget.

Mayor Kingston thanked Chris Dewitt for his presentation. He recessed the meeting for lunch. The time was 12:28 p.m.

Mayor Kingston reconvened the meeting.

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

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

Mayor Kingston thanked Ken Willson for his presentation. He called for a 10-minute break. The time was 2:27 p.m.

Mayor Kingston reconvened the meeting.

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.

Beach Information - Messaging

Director Legner gave a short presentation on how the Town gets out beach information and messaging to the general public. She then took questions from Council.

Mayor Kingston thanked Director Legner and Public Relations Assistant Trimble for their presentations. He recessed the meeting until Thursday, February 21, 2019 at 9:00 a.m.

The time was 4:36 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 21, 2019.

COUNCIL MEMBERS PRESENT: Mayor Don Kingston; Mayor Pro Tempore Monica Thibodeau; Councilor Nancy Caviness; Councilor Chuck Burdick; and Councilor Jon Britt.

OTHERS PRESENT: Town Manager Christopher Layton; Director of Community Development Joe Heard; Fire Chief Donna Black; Deputy Fire Chief William Walker; Police Chief John Cueto; Police Lieutenant Jeffrey Ackerman; Town Attorney Robert Hobbs; Director of Marketing and Special Events Christian Legner; Public Relations Assistant Betsy Trimble; Permit Coordinator Sandy Cross; and Town Clerk Lori Ackerman.

ABSENT: None.

Mayor Kingston called the meeting to order at 9:06 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 10:23 a.m.

Mayor Kingston reconvened the meeting.

Village Commercial Development Option

Director Heard gave a short presentation on the Village Commercial Development Option to Council and the audience. He then took questions and comments from Council.

It was *consensus* of Council to have some guidelines established by the Planning Board for the Village Commercial Development Option approval by looking at civil penalties as opposed to criminal penalties and additional criteria for approval of conditional use permits.

Flood Ordinance

Director Heard gave a short presentation on the Town's flood ordinance to Council and the audience. He then took questions from Council.

Councilor Burdick moved to send the flood control guidelines to the Planning Board for development of a future ordinance.

Motion carried 5-0.

Mayor Kingston thanked Director Heard for his presentations. He recessed the meeting for lunch. The time was 12:14 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 to Council and the audience.

Mayor Kingston thanked Police Chief Cueto for his presentation.

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 and what they were looking to accomplish in the future to Council and the audience. She then took questions from Council regarding the need for additional firefighters.

Mayor Kingston called for a 10-minute break. The time was 2:51 p.m.

Mayor Kingston reconvened the meeting.

Fire Chief Black continued her presentation, touching on the consideration of ordinances that address fire safety to Council and the audience. She then took questions from Council.

It was *consensus* of Council to have Town staff craft a draft ordinance for consideration at a future meeting.

Mayor Kingston thanked Fire Chief Black for her presentations.

OTHER ISSUES

Mayor Kingston asked if members of the public had anything to bring forward.

Ben Vorndran of 104 Sea Hawk West was recognized to speak. Mr. Vorndran thanked Council for the Retreat and added that it was nice to see a good amount of people in attendance. He stated that he wasn't sure how a fire truck would be able to access the Roadside Bar & Grill property if it happened to catch fire. He felt there should be some guidelines or standards in place to protect properties. He stated that the Town prides itself on its maritime forest and bird sanctuary, but he wasn't sure how palm trees would fit in when new homes are built. He felt that the vegetation ordinance needed to be considered.

Councilor Burdick thanked Town Manager Layton and staff for doing an excellent job on the Retreat and giving Council the information and input needed to continue to manage the Town.

Mayor Pro Tempore Thibodeau echoed Councilor Burdick's comments. She stated that it was a lot of time and effort that goes into the Retreat and felt it was really valuable. She thanked Councilor Caviness for her help with the Town Vision as well as the pedestrian plan. She reminded Council and the audience that all Council members were up for re-election in November. She noted that she heard the comment that it was time for new people, but she disagreed as she thought the current Council members were great and represented a nice variety of constituencies in Duck. She added that if anyone was considering running, it was a two-year term and the mayor is selected by Council. She stated that there was a lot of opportunities for the public to make comments regarding the upcoming insurance rate increase to the Insurance Commissioner. She thought something could be put on the Town's website to direct people to write to the Commissioner and the State representatives. She added that the current Federal administration was looking at seismic testing and she thought some of the State senators were amenable to it. She thought the local community has been opposed to off-shore drilling and seismic testing and felt it was something that everyone needed to be thinking about.

Councilor Caviness stated that she likes to look back at the first page of her notes at each Retreat and added that all of the money in the world was great, but it didn't necessarily make things happen as people do. She stated that she wrote in her notes that people are needed to get things done. She pointed out that Duck was a perfect example of that. She encouraged the public to volunteer as people were the greatest resources.

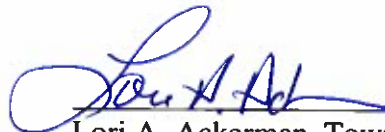
Councilor Britt commended Town staff on the Retreat. He stated that the Town Vision was mentioned a few times and thought that this Retreat helped Council retouch what the Vision was and see where the Town was going.

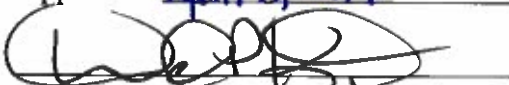
Mayor Kingston thanked the audience, staff and all of the presenters for their work. He felt that everyone did a great job. He noted that the next meeting would be the Regular Meeting on Wednesday, March 6, 2019 at 7:00 p.m.

ADJOURNMENT

Councilor Burdick moved to adjourn the meeting.

Motion carried 5-0. The time was 3:28 p.m.


Lori A. Ackerman, Town Clerk

Approved: April 3, 2019

Don Kingston, Mayor

