

Agenda  
Town of Duck Council Retreat  
Paul F. Keller Meeting Hall  
Tuesday and Wednesday  
February 24 & 25, 2026

*Tuesday, February 24, 2026*

**9:00 - 9:05**                    **Convene - Logistics**

**9:05 – 9:30**                    **Dare Housing Foundation**  
Donna Creef, Chair

Ms. Creef will recap the work done by the Dare Community Housing Task Force in the past year and the work done since the transition to the newly formed non-profit Dare Housing Foundation

**9:30 – 10:00**                    **Septic Health Initiative**  
Sandy Cross, Donna Creef (Outer Banks Association of Realtors), and Kay Nickens

The Outer Banks Association of Realtors secured a grant for a septic health initiative and desires to pilot a septic health inspection program in Duck. Council will receive a briefing about the proposed initiative and will be asked to provide direction to get the project underway

**10:00 – 10:30**                    **NC State Senate Update**  
Senator Bobby Hanig

Senator Hanig will provide updates about the work of the Senate and General Assembly and respond to any questions from the Town Council

**10:30 – 10:40**                    **Break**  
*Snacks available*

**10:40 – 11:40**                    **Public Safety Building Design Update**  
Clay Dills and Anna Campbell, Dills Architects

Dills Architects will present information regarding the design of the Public Safety building and share current floor plans, site plan, and exterior elevations following input from public safety staff and multiple iterations of the floor plans

**11:40 – 12:10**                    **County Update**  
Chairman Bob Woodard, Dare County Board of Commissioners

**12:10 – 12:55            Lunch**

The meeting will recess for the Council and staff to have lunch on-site  
*Please note that lunch will not be provided to the public*

**12:55 – 1:10            Zoning Ordinance Update**  
Connor Winstead and Sandy Cross

**1:10 – 1:50            Department Update**  
Community Development – Connor Winstead

**1:50 – 2:05            Break**  
*Snacks available*

**2:05 – 2:35            Parks and Recreation Advisory Committee**  
Matt Foreman, Chairman

Report from the Committee regarding their work since being established and their recommendations for improvements to the butterfly garden/decking at the boardwalk entrance off the north parking lot

**2:35 – 3:05            Ordinance Update Discussion**  
Connor Winstead

Discussion regarding potential efforts to revise the peddlers and vendors; noise; park use; and protest ordinances

**3:05 – 3:25            Open Discussion**

This item is to allow Council to have further conversations regarding items discussed and provide further direction as needed

**3:25                    Recess**

Wednesday, February 25, 2026

**9:00 - 9:05**                    **Reconvene**

**9:05 – 9:35**                    **Department Update**  
Public Information and Events - Kay Nickens

**9:35 – 10:15**                **Beach Nourishment and Management**  
Ken Willson, Coastal Protection Engineering  
Adam Priest, Project Engineer (*virtual*)

Presentation from Ken Willson regarding the completed Annual Beach/Dune Survey, Borrow Area Study, Beach Management Plans, and upcoming Beach Nourishment Project

**10:15 – 10:30 Break**  
*Snacks available*

**10:30 – 11:10**                **Department Update**  
Fire – Chief Matt Dudek

**11:10 – 11:50**                **Department Update**  
Police – Chief Jeff Ackerman

**11:50 – 12:35**                **Lunch**

The meeting will recess for the Council and staff to have lunch on-site  
*Please note that lunch will not be provided to the public.*

**12:35 – 1:35**                    **Herron Land Planning Update from Freese and Nichols**  
Charles Archer, Vice-President  
Danny Wilson, Urban Planning Manager  
Alexis Garcia, Planner

The team from Freese and Nichols will present the results of the community engagement process regarding the potential uses for the Herron Property. They will present conceptual design options that were developed based upon significant community input

**1:35 – 2:15**                    **Capital Improvement Plan Draft Review and Financial Update**  
Connor Winstead and Drew Havens

Presentation regarding the first draft of the 2026-2030 Capital Improvement Plan, a high-level review of debt ratios, and a brief financial update

**2:15 – 2:30**

**Break**

*Snacks available*

**2:30 – 2:50**

**Lifeguard Service Update**

Riley Young and Brianne Young  
Outer Banks Water Safety

The Town's lifeguard contractor will provide information relative to their operations for the coming season

**2:50 – 3:30**

**Open Discussion**

This item is to allow Council to have further conversations regarding items discussed and provide further direction as needed

**3:30**

**Adjourn**