**Downtown Boone Development Association**
**Regular Board Meeting – April 27, 2021**
**8:30 am – Webex Virtual Meeting**

**Board Members present:** Kendra Sink, Denise Lovin, Michelle Novacek, Sarah Long, Megan Biddix and Jim Marsh.

**Ex-Officio's present:** Sam Furguiele and Lindsay Miller.

**MSD members/guests present:** Alison Neely, David Jackson and Tim Larson.

**Staff present**: Mark Freed, Brad Farthing, Bobby Creed and Lane Moody.

**Call to Order**

At 8:35 the Board did not have a quorum. Lane stated that she heard from Michelle and she is running behind. Lane continued that in order to be respectful of everyone's time she asked if the Board would like to review the items that are not in need of a vote, and if a quorum is reached, we can come back to the items that need a vote. Kendra thought that was a good idea**.**

Kendra called the meeting to order at 8:38.

Organizational

Discussion of Expiring Board Member Terms.

Lane opened by stating that she included a Board roster in the agenda packet. She stated that Kendra, Monica and Wayne Miller all had terms that would be expiring in June. Continuing that Kendra and Monica are finishing up their second terms and would need to rotate off for at least a year. She asked the Board to let her know if they knew of anyone who might be interested.

Design

Queen Street Stairs Update

Lane opened and stated that this would be a quick update. Lane stated that at the last design committee the conceptual drawings for the stairs were reviewed. She continued that two roof options were presented and a task list was developed. Lane stated that she was seeking input from Planning and Inspections, Bill was tasked with seeking cost estimates and the committee is looking for additional opportunities for lighting and public art within the project. She finished up that she hoped to present that information at the May DBDA meeting.

Public Art Up

Lane opened by reminding the Board that the call for submissions had been paused in order to pick art to celebrate the 150$^{th}$ birthday of the Town of Boone. She continued that she talked with the artist that currently have art on display about staying until the fall and the piece "Cube in Motion" in front of Melanie's could accommodate that request. However, the piece next to Town Hall "Lucky Lady" has already committed to another show and will be leaving in mid- May. Lane stated that she discussed the situation with Amber Bateman the Watauga Arts Council Director, and they both agreed that it would not be advisable to scramble to replace, but Amber thought that she might have a simple replacement option. She continued that they had also discussed staggering the install to bring attention before and during the celebrations. She finished by

stating that the Design committee would be working to hem up those details in the coming weeks as well as the Queen Street stairs project and the Doc Watson plaque and would bring back details as they come together.

## Howard Street Update

Lane opened by stating that she talked with John and he informed her that: the project meeting between New River Light and Power and the Town has been completed, the meeting with utility providers to convert overhead utilities to underground has been completed, the engineering service agreement has been signed off on and the engineers are completing documents to go out to bid. Sam asked to add that it was his understanding the New River Light and Power was donating their engineering services for the project which is part of what has helped with the costs of the project as well as the $400,000 the TDA would be putting towards the project, He expressed his thankfulness for the cooperation between the different entities. Sam also asked to chime in about another project he would like to update the Board about but stated that he could wait until the end of the meeting. Kendra asked for Sam to please continue during the Design portion of the meeting.

Sam stated that currently the Town is in ongoing discussions with the TDA to use the River's House for their office space. He continued that in the Governor's budget there was funding for the Northern Peaks Trail, whose trailhead is at the River's House property. Continuing that in addition to the Howard Street project there were a lot of exciting projects coming to downtown. Mark chimed in that at the River's property there is a garage that is planned to be converted into additional bathrooms for downtown.

Sam asked to continue to bring up the downtown projects. He informed the committee that there were two large projects that would have impacts throughout downtown. The first a zoning project and the second a historic designation project. He stated that coming up in May there would be a few meetings that would be providing specific information about the projects as well as the opportunity for input. Lane stated that it was her intention to get the monthly newsletters back up and running and she would include those dates on the calendar as well as additional information regarding the projects.

## Discussion of Streetscape Planning

Lane opened by stating that at the last meeting there had been discussion about sidewalk replacement on North Depot street. She continued that streetscape work would begin in May in front of Casey and Casey Law Office. She continued that the goal was to complete sidewalk replacement at Casey and Casey, Melanie's, N. Depot and the Greene Wilcox building. Highlighting that N. Depot construction would also include repaving the road, as well as the addition of new street poles. She stated that the work would not necessarily be done in that order listed above due to a variety of scheduling issues. Lane added that Public Works staff reached out to the folks at Triplett and Coffey and they were not able to beat the price at Carolina Parks and Play for trashcan replacement. She finished up by stating that all of those projects combined would leave the potential for additional funds to go to the Queen Street Stairs projects. Megan then asked if there was any movement for adding art in the planters up from the solar panels on N. Depot. Lane stated she was currently discussing options with Mark Freed and Amber Bateman and would keep the Board updated.

## Promotion

## Discussion of First Fridays

Lane stated that she is anticipating the easing of COVID related restrictions in early June. She stated that the promotions committee is keeping an eye on those changes and is ready to start planning when appropriate. Lane continued that the promotions committee had talked about potentially having a window decorating contest during 4th of July and finished up that the promotions committee would continue to work on planning.

The Board briefly discussed the current COVID-19 status for the county.

The Board also discussed briefly a gentleman who had been frequenting downtown businesses that had shown some problematic behavior. Lane stated that she would follow up with Denise and Kendra and then discuss any concerns with the Police Department.

During this discussion Board Member Michelle Novacek joined the discussion which made for a quorum. Lane then asked if the Board could begin to review the items that need Board approval.

## Approval of April Agenda

Kendra then asked if there were any changes that needed to be made to the agenda. Lane asked if the "Approval of Purchase of a Laptop" could be added under the financial section. Michelle then made a motion to approve the agenda with the addition. Kendra seconded the motion and it had a unanimous vote.

## Approval of February Minutes

Lane apologized and stated that she would need to bring the February meeting minutes, because a page was missing from the agenda packet.

## Approval of March Minutes

Michelle made a motion to approve the March meeting minutes. The motion was seconded by Kendra and had a unanimous vote.

## Approval of Financial Statements

Megan made a motion to approve the financial statements. The motion was seconded by Kendra and had a unanimous vote.

## Financial

### Approval of Purchase of a Laptop

Michelle made a motion for Lane to spend up to $1000 towards the purchase of a new laptop. The motion was seconded by Jim and had a unanimous vote.

## Other business, comments, or concerns

Lane stated that she had included a flyer from Digital Watauga in the packet and encouraged Board members to check out their project documenting the pandemic in Watauga County.

Sam added that this year is municipal elections. He stated that it was unique because there are at least 5 of 6 positions open on the Town Council. He encouraged any Board member interested to apply or to encourage other interested community members to apply.

## Call for Adjournment

Kendra then made a motion to adjourn. The motion was seconded by Michelle and had a unanimous vote.