

**MINUTES-SPECIAL MEETING
BOONE TOWN COUNCIL
FEBRUARY 10, 2011**

A special meeting of the Boone Town Council was called to order at 5:35 p.m. on Thursday, February 10, 2011 in the Council Chambers, 1500 Blowing Rock Road. Mayor Pro-Tem Mason presided. Council members present were Stephen Phillips, Jamie Leigh, Andy Ball, and Rennie Brantz. Town staff in attendance were Town Manager Greg Young, Deputy Clerk Kim Brown, and Assistant to the Manager Jim Byrne. Town Attorney Sam Furgiuele was also in attendance.

DISCUSSION OF DOWNTOWN PRIORITIES

Mayor Pro-Tem Mason opened the floor for continued discussion on downtown priorities. Mary Baker, Executive Director of the Downtown Boone Development Association, presented a list of suggested items for discussion by the Council (**copy of list permanently on file in the Clerk's office.**) In regard to developing a framework and the proposed new administrative position, Council Member Leigh suggested that the following two issues warrant discussion by the Council:

- \$ What type of budget method will be used? Where will the funds come from?
- \$ Who is in authority over the new position? What is the job description for the new position and the process through which the employee will be hired?

Dempsey Wilcox, president of the DBDA Board of Directors, suggested two models for consideration, including the set-up of the Jones House director and the Tourism Development Authority. Town Manager Greg Young raised the issues of ethics and solicitation of funds in regard to a Town employee. Council also considered the issue of fund-raising in regard to the new position and any implications of such. Mayor Pro-Tem Mason suggested that clarification is needed regarding who is responsible for fund-raising duties. Mr. Young advised that the Council should have authority over any type of solicitation of funds by a Town employee. Council Member Brantz inquired as to the time frame anticipated for filling the new position. Mr. Young indicated that the process can take approximately six months. He stated that a job description outlining the duties and responsibilities of the position is needed and that time is needed for the advertising and hiring process. Furthermore, he indicated that the new position will be filled in much the same way as that of a department head a process which includes an assessment center. Council Member Ball stated that advertising for the new position should be done through both regional and national outlets, as well as within the industry for that type of position. Ms. Baker suggested using the Main Street program as a means for advertising the new position. Council Member Leigh reiterated that the recommendation from the MSD Special Task Force was that the Town will *try* to fund the new position and cautioned that there are too many unknowns at this point in the budget process to promise full funding of the position by the Town.

Regarding the by-laws of the DBDA, Council Member Leigh requested that the most recent copy of the by-laws be provided to the Council and that the Council review and discuss the by-laws with the DBDA Board of Directors. She further requested that the members of the DBDA, as well as other stakeholders within the downtown, be invited to future meetings and be included in discussions. Ms. Baker agreed to provide the Council with the most recent version of the DBDA by-laws. Council Member Leigh also requested that the members of the MSD Special Task Force also be invited to attend the meetings and offer input. She asked that a letter from the Town be sent to all members of the MSD Special Task Force thanking them for their service. Furthermore, she advised that if the purpose of the task force has been fulfilled, then the task force should be dissolved.

With several more issues that warrant further discussion by the Council, it was the consensus of the Council to take action at the regular meeting on Tuesday, February 15, 2011 to schedule two additional special meetings so that members may discuss these issues, as well as MSD Task Force recommendations. The following dates were suggested:

Thursday, February 24, 2011 at 7:00 p.m. in the Council Chambers

Wednesday, March 2, 2011 from 5:30-7:00 p.m. in the Council Chambers.

With no further discussion, Mayor Pro-Tem Mason adjourned the meeting at 7:08 p.m.

Deputy Clerk

Mayor Pro-Tem