MINUTES – REGULAR MEETING
BOONE TOWN COUNCIL
NOVEMBER 12, 2025

CALL TO ORDER

A regular meeting of the Boone Town Council was held on Wednesday, November 12, 2025, at 9:05 a.m. at the Boone Town Council Chambers located at 1500 Blowing Rock Road in Boone. Mayor Tim Futrelle presided. Council members present included Mayor Pro-Tem Dalton George, Todd Carter (remote), Virginia Roseman, and Eric Plaag. Town Staff present included Interim Town Manager/Human Resources Director Dale Presnell, Town Clerk Nicole Harmon, Planning Director Jane Shook, Deputy Planning Director Brandon Wise, Public Works Director Todd Moody, Fire Chief Jimmy Isaacs, Finance Director Guy Miller, Cultural Resources Director Mark Freed, Police Chief Daniel Duckworth, and Town Attorney Allison Meade (remote).

MOMENT OF SILENCE

A brief moment of silence was observed

ANNOUNCEMENTS

Mayor Futrelle announced the following board vacancies:

BOARD OF ADJUSTMENT
Three alternate positions

HUMAN RELATIONS COMMISSION
Two regular positions

SUSTAINABILITY COMMITTEE
One student position

Mayor Futrelle recognized Boone Area Chamber of Commerce President and CEO David Jackson for receiving the 1872 Award earlier in the year.

Mr. Jackson expressed his appreciation to the Council for the acknowledgment and thanked them for their ongoing leadership and support throughout his tenure. He also emphasized that the award reflected the hard work and dedication of his team, noting that their collective efforts made this accomplishment possible.

TENTATIVE AGENDA ADOPTION

Upon a motion by Mayor Pro-Tem George, seconded by Councilmember Plaag, Council voted unanimously to approve the agenda as presented.

ADOPTION OF PROCLAMATIONS AND RESOLUTIONS

Mayor Futrelle read the following resolution into the record:

Councilmember Plaag made a motion to approve the resolution as presented. Mayor Pro-Tem George seconded the motion, which carried unanimously.

Town Manager Davis read the following statement:

"I would like to say thank you for the incredibly kind resolution and for your continued support and confidence in me leading the Town for nearly four years. I am extremely proud of what we have accomplished together. We have addressed deficiencies that were creating tremendous challenges with both recruitment and retention; secured financial support from the NC General Assembly; purchased a site suitable for a new public works facility; we finally began construction on the decades-long anticipated Howard Street revitalization project; as a town, we most notably weathered the storm, literally and figuratively, during Hurricane Helene. Staff pre-storm preparation, effective response, emergency management execution, and dedication to recovery went to no end to see us through an unprecedented event. What a profound and humbling experience that has left an extraordinary impact on the Town government and its residents. I cannot begin to express my gratitude to the Town department heads and staff. Without their hard work and dedication, this Town would not be the safe and inviting place it is to live, work, and visit. It is the support and cooperation of staff that has made this job possible. To put into perspective how significant a role the Town has played in my life, I look at my youngest granddaughter, with us today, and I am reminded that my daughter, now 29, was Leighton's age when I first began working with the Town. I have literally grown old here. I have formed friendships that will last a lifetime, and memories I will cherish forever. While I am very much looking forward to being able to prioritize time with my family, who have been both patient and gracious with me while I have served by time as Manager, I am going to miss every one of you. Thank you for the opportunity to serve this town; it has truly been an honor."

Council Members and staff expressed their gratitude for Amy's leadership and wished her well in her retirement.

SNAP Resolution:

Mayor Pro-Tem George brought the item forward, noting that approximately 1,400 households in Watauga County had been disrupted by the federal shutdown. He emphasized the importance of expressing the Town's support for local nonprofits working to fill gaps and assist affected families during this period.

Councilmember Plaag thanked Mayor Pro-Tem George for raising the issue, stating that the impacts of the shutdown had been tremendous and deeply concerning. He expressed hope that the Town could be helpful to community members who were experiencing hardship.

Councilmember Roseman also thanked Mayor Pro-Tem George and shared her observations from the community, noting that she had seen residents at local grocery stores putting items back because they lacked the funds to feed their families. She stated that she hoped the Council and community could work together to help residents feel a sense of stability and normalcy during the disruption.

Upon a motion by Mayor Pro-Tem George, seconded by Councilmember Plaag, Council voted unanimously to approve the resolution as presented.

REQUESTED APPEARANCES

JP Pardy – Boone Skatepark

Mr. Pardy provided a brief recap of the progress made at the park, including updates on grant funding efforts. He reported that approximately $150,000 would be needed to complete the project. Despite multiple attempts, they had been unsuccessful in securing grant funding. Fundraising efforts had also shifted in the aftermath of Hurricane Helene, with many community-giving initiatives redirected toward local relief.

Mr. Pardy requested that, if the Town and the Boone Tourism Development Authority were willing to contribute the funding already set aside for potential grant-matches, their organization would work to provide the remaining funds necessary for completion. If approved, the goal would be to open the expanded park in late 2026 or early 2027.

Councilmember Virginia Roseman noted that the Town had limited recreational opportunities for the age bracket primarily served by the skatepark, and she expressed support for contributing funds to the project. She asked whether a connection to the Greenway from White Laurel could be included to strengthen future grant applications. She also suggested exploring a license or lease arrangement similar to the one the Town had with SAHA for the Farmers Market to improve eligibility for grant funding.

Councilmember Eric Plaag stated that many of his friends had benefited from access to skateparks in his youth and emphasized the value of such facilities, which offer a safe and engaging space for young people. He asked whether the funds proposed for this project had already been allocated and were available. Town Manager Davis confirmed that the funds had been set aside for three fiscal years and that approximately $95,000 was currently available between Town of Boone and TDA funding. She stated that this amount would allow the Town to make meaningful progress on Phase Two of the project.

Mayor Pro-Tem George expressed support and made a motion to allocate the $95,000 already set aside for grant-match funding to the Boone Skatepark. Councilmember Roseman seconded the motion, which carried unanimously.

Informal Discussion of Proposed Redevelopment of Boone Golf Club (433 Fairway Drive)

Jay Patrick Warren, Engineer and Vice President for Development at Blue Ridge Mountain Club, addressed the Council and provided an overview of his work designing projects in the Boone area over the past four years. He offered a brief description of the property, which was currently being used as a golf course with a clubhouse and grill. He explained that the development team was exploring a rezoning with a conditional overlay to accommodate a variety of potential uses. Preliminary concepts included the incorporation of stormwater ponds and three primary entrance points. He also noted that they were in discussions with Kimley-Horn to conduct a traffic study covering 11–12 intersections.

Rick Robbins, who had over fifty years of experience in golf course infrastructure and planning and was originally from the area, indicated that he had been assisting with the project. Stockholders had asked the team to explore possible future uses of the property that would allow them to retire while maximizing the land's value. He emphasized that the property held significant value even without golf, but the owners wanted to retain on-site golf operations.

With respect to environmental considerations, he acknowledged the presence of streams that served as part of Boone’s water supply. He stated that nine holes of the current course lay within the floodplain. The team proposed that housing be placed above the floodplain line, surrounded by golf amenities and public-use areas, including entertainment and recreation facilities, a restaurant, a sports bar, a driving range, a nine-hole par-three course, and a 36-hole putting course (18 holes to be artificial turf). Proposed residential components included condominiums, townhomes, duplexes, and single-family homes, as well as a 30-unit lodge. Mr. Robbins also referenced the region’s workforce housing shortage, noting that the project could help alleviate some of those challenges.

Austin Adams, a stakeholder, spoke about the history and legacy of the golf course and emphasized that changing conditions were inevitable. He stated that the team had evaluated a dozen different options and believed the current concept to be the best solution for the benefit of the broader community. He noted that two parties had expressed interest in purchasing the course and leaving it unchanged, and while he remained open to that possibility, he believed the proposed plan offered greater long-term value.

Mayor Futrelle reminded the audience that this was an informal discussion and that no action would be taken.

Councilmember Plaag asked Mr. Robbins what percentage of the housing would be dedicated to workforce housing. Mr. Robbins responded that he did not yet have a firm number but anticipated it could be 15–20 percent or more. He stated that the team believed many units would naturally be affordable and planned to work with the Town to determine an appropriate level of affordability.

Mayor Pro-Tem George stated that the Council had received numerous emails about the project and clarified that this meeting represented the first discussion the elected body had held on the matter. He outlined the Conditional District (CD) process and further noted that because the property was zoned RA, the owners could develop it by right without Council approval, emphasizing the importance of balancing property rights with community interests.

Councilmember Plaag asked what percentage of the units might be marketed as second homes or luxury housing. Mr. Robbins stated that he was unsure of the exact breakdown but anticipated that a substantial amount of interest could come from such buyers. He noted that the project was not being designed or marketed for luxury purposes. Councilmember Plaag also asked whether any units would be intended for student housing; Mr. Robbins responded that none would be marketed as such.

Councilmember Plaag referenced the Boone Next Plan, noting its call for compact, full-service neighborhoods that include amenities such as a small grocery store or bank. He asked whether such services were being considered. Mr. Robbins replied that they were not; given the property's proximity to Town, he did not see the need and did not want the development to compete with nearby businesses. Mr. Robbins also stated that none of the proposed housing would be located in the flood zone based on the new flood maps to be published in 2028.

Councilmember Plaag emphasized the Town's flooding history, noting that over the past 15 years, excluding Hurricane Helene, the area had experienced 7 100-year events. He stated that he would not support the project if any housing were located in flood zones as designated on either the current or upcoming flood maps.

Mayor Pro-Tem George asked about sustainability practices. Mr. Adams responded that the team had hired professionals who assured them they were in compliance with appropriate standards. He noted that the International Chair of the Audubon Society had encouraged sustainable practices. Mayor Pro-Tem George asked whether such measures could be formalized as conditions of approval. Mr. Adams stated that Mr. Robbins had been involved in many Audubon-approved golf courses. Mr. Robbins added that he had been involved with the Audubon program since its inception and held all required licenses, noting that sustainability was an integral part of their operational approach.

Mayor Pro-Tem George stated that the inclusion of more public amenities helped make the proposal more reasonable. Mr. Adams and Mr. Robbins then provided additional details on the range of public uses under consideration.

Councilmember Roseman encouraged the development team to ensure that public access was meaningfully incorporated. She also asked them to consider adding a pedestrian walkway or bridge to serve residents of workforce housing who might work at the hospital. She encouraged the team to use the newest flood maps and to place all three proposed buildings farther back from the floodplain. Councilmember Roseman asked whether the community would be gated. Mr. Robbins stated that portions of it would be, while Mr. Adams clarified that membership in the golf course would not be mandatory. He added that while the homes themselves would not be public, the par-three course and driving range would be.

In follow-up to prior references regarding the potential for a rental pool modeled after Chetola, Councilmember Plaag noted that such an arrangement would not be allowed under the current zoning classification; any rental units would have to be long-term rentals.

Deputy Planning Director Brandon Wise stated that staff had instructed the applicants to base their analysis on the new flood maps, given that the proposal was for a future project. When asked if there had been any updates to the maps, Mr. Wise stated that he had not yet received information from the State.

Councilmember Plaag reiterated that he could not support a project that offered a small proportion of workforce housing alongside a substantial amount of higher-end housing, especially given his flooding concerns.

Mayor Pro-Tem George noted that, under the current zoning, the property could still be developed with large single-family homes ("McMansions") by right. He stated that he would like to see a more robust affordability component, discussions with Blue Ridge Conservancy, and proof of environmental certifications, all of which would bring him closer to supporting the proposal.

Mayor Futrelle declared a break at 10:54 a.m. Council reconvened at 11:09 a.m.

PUBLIC COMMENT

Mayor Futrelle gave a brief overview of the rules for public comment.

Kyle Grove, a community member, stated that the issue was not solely about the golf course but about the broader area of the town surrounding it. He explained that he lived in one of the homes on the far side of the property and noted that Samaritan's Purse employees traveled the adjoining roads daily. He highlighted significant existing traffic concerns in the area.

Craig Bridgeman, a stockholder, stated that he would personally profit if the property were sold but expressed that he was in a “moral dilemma.” He noted that while he believed in property owners’ rights, those rights could at times conflict with the best interests of the community. He raised concerns about increased traffic and the potential loss of recreational opportunities for the public. He stated that he did not believe residents would utilize the proposed nine-hole course and urged the Council to deny any permitting or rezoning changes.

Diana Halstead spoke in opposition to rezoning or selling the golf course. She stated that the surrounding houses were occupied by permanent residents and echoed traffic concerns. She suggested that areas outside the Town limits could be annexed to meet housing needs instead. She asked the Council to consider whether legal restrictions or covenants could prevent large-scale housing development or future rezoning of the property, and whether remaining owners would be bound by such restrictions.

Nancy Jones addressed the Council, sharing that the Phyllis Templeton family, who owned neighboring property, did not support the proposed changes. She noted that the golf course provided community value, particularly for older adults who used the facility to stay active. She read a statement from the Greene family, owners of Boone Lumber and also stakeholders, who opposed rezoning or selling the property. They cited traffic concerns and emphasized that the golf course had long been a staple of Boone, offering both family and community benefits.

Chris Robbins, a cousin of Rick Robbins, stated that he opposed the project and lived on Fairway Drive. He described current conditions on Fairway Drive as problematic, noting ongoing issues with garbage and debris following Hurricane Helene and unrelated activity. He stated that such problems would worsen under the proposed development. He questioned who would be responsible for maintaining the roadway. Mr. Robbins emphasized that the corridor was already heavily congested and served as a major route in and out of Boone despite not being designed for current traffic volumes. He expressed concern that conditions would deteriorate further and cautioned the Council not to “fall for the affordable housing ruse.”

Sharon Tolbert stated that she was a fifth-generation resident and that her family had previously owned the land that now comprised the golf course. She opposed the project as presented and offered a brief history of the property. She explained that original landowners were encouraged to sell based on the promise that the land would remain greenspace for future generations. Ms. Tolbert echoed concerns regarding traffic, flooding, and the loss of greenspace.

Nanette Franklin addressed the Council and stated that she agreed with previous speakers, emphasizing traffic concerns.

John Callahan was signed up to speak, but was not present.

David Cheeseman, a neighbor of the golf course, opposed the proposed development. He noted that while Austin Adams was retiring, that did not mean the Town needed to approve rezoning changes simply to enhance the property's value. He stated that the proposed changes would negatively impact the surrounding neighborhood.

Following public comment, Councilmember Virginia Roseman reiterated that the property owners could sell or develop the property by right under existing zoning and were not required to work with the Council or the broader community. She thanked the applicants for choosing to engage with the Town and encouraged community members to maintain positivity and civility in their communications throughout the process.

WORK SESSION

Implementation of Pending Updated Transportation Impact Analysis (TIA) Requirements

Planning Director Jane Shook provided a follow-up to the Council's previous discussion regarding consultant selection for development-related analyses. She reported that the Town Attorney had reviewed the matter and concluded that utilizing multiple consultants would help ensure a level playing field.

Public Works Director Todd Moody stated that the Town currently has several on-call engineering firms under retainer and planned to bring additional firms forward for Council consideration in January. Director Shook added that staff would select consultants on a rotational basis to promote fairness and avoid the appearance of favoritism.

Councilmember Roseman asked whether a consultant could recreate or build upon work performed by a different firm. Town Attorney Allison Meade explained that underlying traffic count data would become the property of the Town and would be maintained by staff for use in future reviews. She noted that reusing another consultant's work would require contractual clarity and that engineers would be entitled to compensation. She stated that this could be explored, but emphasized that the significant advantage of the proposed approach was avoiding reliance on a single consultant, particularly the same entity that had prepared a TIA amendment currently under consideration. Attorney Meade noted that it would be problematic to engage a consultant to draft a UDO amendment and then engage that same consultant as the only consultant in work for the town pursuant to the amendment.

Councilmember Plaag asked, assuming the Town selected three firms, how often those firms would need to reapply to continue serving as vendors. Director Moody explained that the Town typically operates under three-year agreements with an option to extend for an additional two years, and that the Town can issue a new request for on-call engineers at any time.

Councilmember Plaag asked additional questions regarding procedural steps. Director Shook noted that the current process did not address certain outlined scenarios. Attorney Meade added that such situations had not yet arisen but reiterated that the purpose of the proposed system was to ensure independence in consultant review.

Director Shook then outlined the envisioned process for consultant selection and project assignment.

Councilmember Plaag asked whether current applications should be grandfathered under existing rules. Councilmember Plaag asked whether a six-month implementation window would be reasonable, and Mayor Pro-Tem George supported that approach.

Director Shook stated that staff would bring the item back at the earliest available public hearing for Council consideration.

APPROVAL OF ITEMS ON CONSENT AGENDA

Upon a motion by Councilmember Plaag, seconded by Mayor Pro-Tem George, Council voted unanimously to approve the following items on the Consent Agenda:

1. Contract Award for Hunting Hills Lane Slope Repair Project
2. Consideration of Proposal for Construction Materials Testing & Special Inspection Services – Hunting Hills Lane Slope Repair Project
3. Budget Amendments:

   Fire Department:

To:	Rural Fire Outlay Large Trucks	051-451-000-573300	50,000.00
To:	Rural Fire Uniform Equipment	051-451-000-511220	16,627.00
From:	Rural Fire Miscellaneous Revenue	051-451-000-489900	(51,200.00)
From:	Rural Fire Miscellaneous Revenue	051-451-000-125300	(13,031.00)
From:	Rural Fire Appropriate Fund Balance	051-451-000-499900	(2,395.00)

Explanation:

$50,000 was awarded by the NC Office of State Fire Marshal for wildland fire preparedness and is being used to partially fund the purchase of a Type VI

Wildland Fire Engine. $13,031 was a reimbursement for sending a Type VI Wildland Fire Engine and two personnel to Polk County, NC, to assist with wildland fire control in March 2025, and will be used to purchase personal protective equipment. $3,595 in donations to the Fire Department after Hurricane Helene will be used to purchase water rescue equipment.
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Finance Department:

Tax releases February 2021 through June 2025 (see attached).
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Finance Department:

Re-encumber FY 2024/2025 funds and adjust FY 2025/2026 YTD funded projects (see attached).

4. Minutes:

1. July 21, 2025, Special Town Council Meeting - Housing Work Session
2. September 10, 2025, Regular Town Council Meeting
3. October 8, 2025, Regular Town Council Meeting
4. October 22, 2025, Regular Town Council Meeting

Mayor Futrelle declared a break at 12:01 p.m. Council reconvened at 12:20 p.m.

PLANNING MATTERS

Case A25-0608 Signs – UDO Text Amendment

Councilmember Roseman made a motion that the proposed amendment to the Town's Unified Development Ordinance is consistent with the Town's current comprehensive plan and any other adopted plans of the Town that are applicable, with the removal of references to the word "authorized" in 26.06.05(K) and R, because of the following from Boone Next:

- Planning Principle 2

Mayor Pro-Tem George seconded the motion, which carried unanimously.

Councilmember Roseman made a second motion to approve Ordinance A25-0608, and that approval is reasonable and in the public interest because the applications will provide more cohesive, easy pathways to find the hospital campuses and others in need of this ordinance change. Mayor Pro-Tem George seconded the motion, which carried unanimously.

Consideration of Murals in the Downtown Boone Local Historic District

Director Shook presented a summary regarding proposed regulations for murals in the Downtown Boone Local Historic District, including one proposal from a business on Howard Street. The proposals involved painting around windows or door openings, which was prohibited by current historic district regulations. Councilmember Plaag indicated that he had quickly gathered information before the meeting, summarizing five online sources on the appropriate placement of murals within historic districts. He noted that, in general, murals should not be placed on elevations with windows or door frames, as this may detract from the building's architectural features. He further emphasized the need to distinguish whether a structure is significant for its architecture or for other historical reasons, noting that the building's historic context must always be considered. Councilmember Plaag concluded that murals risk diminishing a building's readability and may compromise its architectural integrity and historic character. For these reasons, he stated he would not support the proposal. A brief discussion followed.

Town Attorney Allison Meade raised the question of whether noncontributing structures might be treated differently, noting that many members of the public favor murals. She stated that staff brought these questions to the Town Council as a broader policy matter, as whether and to what extent murals were allowed involved weighing different and potentially conflicting values, such as historic preservation versus fostering more public art. Councilmember Plaag responded that any mural would still be required to meet the historic district's standards. Attorney Meade agreed insofar as the issue was the mural’s effects on the overall district/district landscape, noting that all such proposals would still come before the Historic Preservation Commission (HPC) for a Certificate of Appropriateness (COA). However, rules regarding the specifics of murals (and in particular, whether murals could go around windows or doors) might reasonably be applied differently for noncontributing structures. Councilmember Plaag suggested reaching out to the NC State Historic Preservation Office for additional guidance.

Mayor Pro-Tem George stated that while he appreciates the proposed mural, he recognizes the need to balance public interest with preservation standards. He noted that other murals have brought positive attention to the downtown area and that a mural does not necessarily need to be directly relevant to the specific building if it contributes to broader cultural identity. He expressed interest in providing added flexibility for murals within the district.

Advanced Planning Specialist Jessica Mitchell referenced two preservation briefs cautioning against painting murals directly on masonry or brick due to water trapping concerns, and noted the relevance of the Secretary of the Interior’s Standards for Rehabilitation. Councilmember Plaag suggested reviewing how other jurisdictions manage murals in historic areas, which staff has already begun to do. Ms. Mitchell added that, according to her research, murals may be more appropriate on new construction.

Councilmember Carter expressed support for a more relaxed policy regarding murals and for identifying opportunities to incorporate additional public art downtown.

Mayor Pro-Tem George recommended that staff return with options that could provide greater opportunity for art while remaining consistent with preservation standards.

Consideration of Final Text for the Stoneman's Raid Interpretative Panel (Civil War Trails Program)

Councilmember Plaag disclosed that he had been asked to review the text in question as part of his role with the funding partner. Attorney Meade stated that this involvement was not significant enough to warrant recusal.

Councilmember Roseman made a motion to approve the text as presented. Mayor Pro-Tem George seconded the motion, which carried unanimously.

Request to Schedule Planning-Related Meetings

It was the consensus of Council to schedule the annual Planning Retreat on January 9, 2026, at 9 a.m. at the Town Council Chambers located at 1500 Blowing Rock Road, and to schedule Boone Next work sessions during that meeting.

Planning and Inspections Update

Director Shook provided an update on ongoing communication improvements, noting efforts to transition away from NCD-focused messaging and toward programming and website changes that emphasize “Good Neighbors” initiatives.

Next, she reported on the *Our State, Our Home* project, which has been underway for more than a year. The High Country team, which is comprised of representatives from Ashe County, Watauga County, the Watauga County Housing Coalition, the COG, and other partners, has selected its required project component. The team will receive funding to develop and distribute a regional housing survey and to host a dedicated housing information site for the entire region.

Deputy Planning Director Brandon Wise also provided an update on upcoming revisions to flood mapping. He noted that new proposed maps are expected to be released in January, after which the Town will proceed with updates to the flood ordinance to reflect the revised data, with the final flood maps to be instituted in 2028.

COUNCIL MATTERS

Discussion of Proposed Town Historian Position

Councilmember Plaag provided a brief background on the Digital Watauga project and the need for a dedicated coordinator position. He explained that the original plan was for the position to be housed at the Library; however, that arrangement was attempted and ultimately did not work. Since that time, the program has grown substantially and now relies heavily on volunteers. Councilmember Plaag expressed concern that, with his planned retirement this spring, the project may not be sustainable without dedicated staff support. He noted that the Digital Watauga Committee voted unanimously to recommend the creation of this position. Councilmember Plaag then outlined the proposed job description and responsibilities and stated for the record that he has no interest in applying.

Planning Director Shook stated that she saw significant value in the proposed position and in supporting the Digital Watauga inventory. She noted that only minor adjustments would be needed to accommodate the position within the current office space.

Manager Davis reported that when the matter was previously discussed, an initial salary of approximately $52,000 was proposed, aligning with other full-time Planning Department positions. She shared that she has spoken with Director Shook regarding potential fee schedule adjustments, including an increase to COA fees, which could generate approximately $6,000 annually for Digital Watauga. Additionally, $8,000 in administrative support for Digital Watauga is already included in the budget, and the DBDA Façade Grant Program could potentially contribute toward funding the position. Clarification was made that half of the position (20 hours per week) would be dedicated to assisting HPC and Planning with various historical reports and guiding staff on preservation questions about COA cases, while the other half (20 hours per week) would be focused on performing Digital Watauga Coordinator tasks.

Councilmember Roseman asked whether funds are available in this year’s budget, noting that the proposal represents a significant expense. Councilmember Plaag stated that the intent is to include the position in the next fiscal year's budget.

Mayor Pro-Tem George acknowledged the need for the position but expressed hesitation, stating that the Town also has a growing need for additional communications capacity. He noted that if both needs could be addressed, he would be more comfortable supporting the proposal.

Approval of Design-Build Contract - Fire Station Four

Fire Chief Jimmy Isaacs provided a brief background on the project, noting that the process began in June with the evaluation criteria and the issuance of an RFQ, resulting in more responses than anticipated. Chief Isaacs stated that this high level of interest confirmed that the original timeline may not have been realistic, resulting in the team running approximately 45-60 days behind in reviewing all submissions. He indicated that staff conducted site visits and multiple follow-up calls, and believes they have selected the right firm. Chief Isaacs reported that staff have coordinated with the Town Attorney and are prepared to move forward with a contract.

Attorney Meade stated that the resolutions before Council meet the statutory requirements and that approval would be contingent only on her approving contract documents.

Mayor Pro-Tem George made a motion to approve the Resolution Approving Criteria for the Design-Build Delivery Method and the Resolution Approving the Design-Build Delivery Method and Design-Build Firm Section and Authorizing the Town Manager to Execute an Agreement for Design-Build Delivery Services for the Fire Station #4 Project as presented. The motion was seconded by Councilmember Plaag and carried unanimously.

Councilmember Plaag asked about the anticipated project timeline. Chief Isaacs responded that groundbreaking is expected in mid-to late spring, with project completion estimated for spring 2027 based on preliminary schedules. Manager Davis added that it is critical not to lose the Town's place with the selected contractor and emphasized the need to proceed in a timely manner.

TOWN MANAGER UPDATE

Manager Davis commended the Public Works staff for the excellent work completed on the Council Chambers renovation project, noting the high quality of the results.

Interim Town Manager/Human Resources Director Dale Presnell reported that staff email addresses have transitioned to the *boonenc.gov* domain in order to enhance security.

BOARD LIAISON REPORT

Councilmember Roseman reported that the Historic Preservation Commission is continuing its work on the Stoneman's Raid marker project. She also noted that Parks and Recreation is preparing for upcoming Christmas celebrations. Regarding SAHA, Councilmember Roseman shared that the Town of Boone and Greene Construction have done an excellent job on the new path, though some tree trimming remains needed. She added that construction on the restrooms will begin soon and that attendance at the facility has doubled.

Mayor Pro-Tem George reported that the Red Cross has expressed interest in using the WYN property as a temporary shelter and reached out to staff for evaluation. He and staff toured the site and anticipate bringing a contract forward for consideration. Manager Davis noted that the Fire Marshall has reviewed the property and identified some concerns. She added that ServePro has cleaned the building.

Councilmember Plaag reported that the Cultural Resources Advisory Board recently toured the Hickory Ridge Living History Museum path and Daniel Boone Park.

Councilmember Carter reported that the Human Relations Commission hosted a "How Local Government Works" event, which was sparsely attended; however, several Town staff members participated. He hopes for increased attendance next year. The HRC will meet again next week and is preparing for an upcoming World AIDS Day event. Councilmember Carter added that the IRC property was discussed at a recent AppalCart meeting, along with the Old 421/East Boone Expansion project. He also announced that a free family movie night is scheduled for December 11 at the Appalachian Theatre.

Upon a motion by Mayor Pro-Tem George, seconded by Councilmember Plaag, Council voted unanimously to adjourn the meeting at 1:48 p.m.

Nicole Harmon, Clerk	Tim Futrelle, Mayor

1. Nicole, I don't think I said anything like this. (I think Jane responded, but differently than is suggested here.) Either delete, or review the transcript and (if I am wrong) quote me back to myself!