MINUTES – SPECIAL MEETING
BOONE TOWN COUNCIL
APRIL 1, 2014

A special meeting of the Boone Town Council was called to order at 8:30 a.m., Tuesday, April 1, 2014, in the Council Chambers, 1500 Blowing Rock Road. Mayor Andy Ball presided. Council members present were Mayor Pro-Tem Rennie Brantz, Jennifer Peña, and Lynne Mason. Council Members Quint David and Fred Hay arrived at 8:40 a.m. Staff members present were Town Manager Greg Young, Town Clerk Kim Brown, Deputy Town Clerk Christine Pope, Finance Director Amy Davis, Assistant to the Town Manager Jim Byrne, Human Resources Director Peri Moretz, Interim Public Works Director Eric Gustaveson, Planning Director Bill Bailey, Public Utilities Director Rick Miller, Cultural Resources Director Pilar Fotta, Fire Chief Jimmy Isaacs and Police Chief Dana Crawford. Town Attorney Sam Furgiuele was also in attendance.

The purpose of the meeting was to hold a follow-up meeting to the Town's Annual Retreat. Mayor Ball welcomed all in attendance.

COMMITTEE REPORTS

- **Community Appearance Commission**

Brian Williams, chair of the Community Appearance Commission, appeared before the Council to present a listing of approved projects considered by the commission during the past year.

- **Cultural Resources Advisory Board**

Frank Mohler, chair of the Cultural Resources Advisory Board, presented a report which included a brief history of the board and current projects and issues being considered by the board. **(Copy of report permanently on file at Boone Town Hall.)**

- **Downtown Boone Development Association**

Cultural Resources Director Pilar Fotta presented listed the various projects undertaken by the DBDA during the past year which included sidewalk improvements, public art projects, lighting for the downtown area, and different programs for downtown businesses. She announced that the DBDA is creating a subcommittee to create a theme for downtown that is unique to Boone for the holiday season.

- **Affordable Housing Task Force**

Lynwood Brown, chair of the Affordable Housing Task Force, stated that the task force has been hard at work identifying properties in Boone for development or redevelopment for workforce housing. He indicated that the group is exploring solutions such as employer-assisted housing, low-income tax credits, and guidelines for cluster-based development. Planning Director Bill Bailey stated that he needs direction from the Council on how to staff and facilitate the activities

of this group, which is more like a committee than a task force. Council Member Mason stated that the task force needs to continue its work of discussing incentives and other ways to foster development of housing in Boone. It was the consensus of the Council to discuss this matter further at the April regular meeting.

- **Historic Preservation Commission**

Eric Plaag, chair of the Historic Preservation Commission, presented a report of the activities of the past year including efforts to establish Certified Local Government status through the State of North Carolina and to complete a final version of the required Design Guidelines for historic districts. **(Copy of report permanently on file at Boone Town Hall.)**

- **Tree Board**

Jim Hamilton, chair of the Tree Board, stated that the board has been working to develop ways to identify special or historic trees with the town. He informed the council that the board is working to increase the tree canopy within town and to revise the tree species list to include more natural, indigenous trees.

- **Planning Commission**

Greg Simmons, vice chair of the Tree Board, began by reading into record a statement from Chair Eric Woolridge who is out of town: "Re-thinking the planning process should be a foremost priority. The PC must be more involved with developments of a certain size and impact. The Town of Davidson, which the PC toured in 2008 (?) seemed to have a great model. Also, its not uncommon for PC members to meet with developers along with planning staff; this is the case in Davidson and many other progressive (and even some not-so progressive) communities across NC. Instead, we often know nothing until a few days before the Public Hearing, after which, on occasion, we have to make an immediate recommendation. Simply put, Council is asking a lot of the PC in a scenario such as this, nor is it fair to the developer. We need to figure some way to maintain PC participation throughout the design process." Mr. Simmons agreed with the comments and stated that the process used by the Planning Commission is sometimes a hindrance.

- **Greenway Committee**

Interim Public Works Director Eric Gustaveson presented a report detailing the activities of the Greenway, Parks & Gardens Committee for the past year. **(Copy of report permanently on file at Boone Town Hall.)** Council discussed adjusting the meeting schedule to a quarterly meeting due to the difficulty of getting a quorum for the monthly meetings.

- **Transportation Committee**

Interim Public Works Director Eric Gustaveson presented a report detailing the activities of the Transportation Committee for the past year. **(Copy of report permanently on file at Boone Town Hall.)**

- **Water Committee**

Public Utilities Director Rick Miller stated that the Water Committee has met throughout the year to consider changes to Ordinance #11-01 and to address issues with the Raw Water Intake Project.

- **Board of Adjustment**

Planning Director Bill Bailey stated that the Board of Adjustment has formed a subcommittee to consider revisions to the Rules of Procedure.

- **Outside Agency Funding Committee**

Mayor Ball noted a letter from Denise Levy, chair of the Outside Agency Funding Committee. **(Copy of letter permanently on file at Boone Town Hall.)**

Upon a motion by Council Member Mason, seconded by Council Member Peña, Council moved to amend the agenda to take action to urge the Watauga County Commissioners to take action on a resolution from the Town of Boone on the sales tax issue.

VOTE: Aye – All
Nay – None

Upon a motion by Council Member Mason, seconded by Council Member Peña, Council moved to send a letter to the Watauga County Board of Commissioners, on behalf of the Town of Boone, urging the members to take action on a resolution from the Town in regard to the sales tax distribution.

VOTE: Aye – All
Nay – None

Mayor Ball declared a break at 10:50 a.m. Council reconvened at 11:12 a.m.

DISCUSSION OF CAPITAL NEEDS

- **Raw Water Intake Project**

Council briefly discussed the possibility of the state taking control of the new water intake once it is on-line such as happened in Asheville. Council Member David expressed his concern with the health of local waterways and requests for water service outside of the town's corporate limits and ETJ. Council Member Mason expressed her concern about uncontrolled development

outside of the town limits and the impact of well systems on the local water supply. She suggested that the Council maintain a stronger role in Raleigh advocating for these types of issues.

- **Downtown Streetscape Plan**

Interim Public Works Director Eric Gustaveson noted some of the sidewalk repair projects that have occurred during the past year in the downtown area. Regarding the installation of lighting along the north side of King Street, Mr. Gustaveson estimated the cost of the project at approximately $46,000-50,000. It was the consensus of Council to investigate partnerships with other entities, such as the DBDA, to accomplish lighting and sidewalk goals for downtown.

- **Howard Street Project**

Town Manager Greg Young stated that at least half of the property owners have not agreed to donate right-of-way for this project. He explained that in the past few years, the Town has tried to scale back the project by working within the existing right-of-way and by excluding the underground utilities option. He added that an updated traffic study is also necessary for the scaled-down plan. It was the consensus of the Council to seek a partnership with the DBDA to help in covering the cost of the updated traffic study.

- **Daniel Boone Park**

Town Manager Greg Young updated the Council by saying that an agreement has been reached on the demolition of a portion of a wall on the right-hand side of the stage and that the Town is going to demolish the "pit" building. He explained that SAHA is responsible for stabilizing or repairing the wall that comprises the center part of the stage and that SAHA has satisfied the requirements of the Planning Department in securing that wall. Council Member Brantz stated that the Town needs to consider the long-range use plan for this property and the amphitheater.

- **Brown Building/Public Works/Public Utilities**

Council briefly discussed a consolidated government center. The safety of the employees in the Brown building was a shared concern among all members. Council also discussed the scheduled replacement of the Deck Hill Water Tank.

Mayor Ball declared a break at 2:00 p.m. Council Member Hay left the meeting at 2 p.m. Council reconvened at 2:10 p.m.

DISCUSSION OF TDA EXPENDITURES

Council discussed the following list of possible TDA expenditures:

	Total Budget	**Request**
• ASU Football Game Day Additional Police Support	$5,895	$5,895
• Community Appearance	$22,000	$11,000

• Cultural Resources	$160,550	$80,275
• Downtown Police Office	$62,950	$22,033
• Downtown Services (Clean up, beautification, maint.)	$205,000	$102,500
• Jones House	$24,640	$12,320
• July 4th Celebration	$12,800	$6.400
• Greenway Upkeep	$14,000	$7,000
• Saturday Parking Enforcement	$7,770	$7,770
• Seasonal Decorations	$13,000	$6,500
• Sidewalk Construction	$11,000	$5,500
• Snow Removal	$150,000	$75,000
• Special Events	$25,000	$25.000
	$714,605	**$367,193**

Council discussed the effect of a tax increase on the citizens and businesses of Boone. No action was taken at this time.

ADJOURNMENT

Upon a motion by Council Member Peña, seconded by Council Member David, Council moved to adjourn at 3:14 p.m.

VOTE: Aye – All
Nay – None

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Kimberly S. Brown, Town Clerk Andy Ball, Mayor