

**TOWN OF HILDEBRAN  
Council's Chamber  
Albert Parkhurst  
Municipal Complex**

**MAY 20, 2024  
6:00 PM**

**SPECIAL MEETING  
MINUTES**

**CALL TO ORDER**

Mayor Hildebrand called the special meeting of the Town Council to order at 6:00 p.m.

**COUNCIL PRESENT**

The following members of the Board were present: Mayor Hildebrand and Council Members Ben Honeycutt, Mike Stroupe, Terry Weaver and Jody York. Council Member Mike Smith was absent.

**STAFF PRESENT**

The following staff members were present: Town Manager Logan Shook, Town Clerk Alice Sanders, Finance Officer Fredrick Rankins and Town Attorney Jared Amos.

**CITIZENS PRESENT**

See attached sheet.

**ADOPT AGENDA**

Council Member York made a motion to adopt the agenda as presented. All voted in favor.

**ORDER OF BUSINESS:  
DISCUSS THE DESIGN OF  
THE AUDITORIUM FOR  
THE UPCOMING  
RENOVATIONS**

Mayor Hildebrand stated that Jeff Bentley, Director of the J. E. Broyhill Civic Center, was in attendance and turned the meeting over to him to provide suggestions to Council for the upcoming auditorium renovations. Some of the areas for improvement are below.

- Have more than 1 entrance to the auditorium seating area to prevent a backlog of attendees
- Improve seating for comfort and ADA as budget allows
- Need up-to-date equipment (data centers/hardware, etc.)
- Improve lighting system and replace cables
- Add a loading dock to get to the stage
- Improve parking, especially for buses and trailers
- Add dressing space(s)
- Open up the ceilings which will also allow for side angles for lighting
- Improve storage area to include network cables and fiber that take up a lot of room

He stated that his suggestions are based on his experiences at the Civic Center and said that Council should decide upgrades based on their preferences and budget allowances.

Town Manager Shook addressed the HVAC system and stated that the spiral ducts can be attached to the wall instead of the ceiling and will be included in the project. There are also plans to have someone test for asbestos.

The different grants were discussed with the most restrictive grant timeline being October 2025.

Council Member Stroupe made a motion to accept the auditorium renovation concept drawing as presented and have the architect prepare the bid package and bid out the project.

Council Member York asked if the ramp at the back of the stage was a requirement. Mr. Shook stated that it was a requirement and could be modified from the original design during the bidding process if needed.

Mr. Shook also stated that the park contractor has confirmed that the Cruise Ins will be able to proceed in their normal location during the season.

All voted in favor to Council Member Stroupe's motion. A copy of the design is hereby incorporated by reference and made a part of these minutes (Attachment A).

Mayor Hildebrand asked if CAST can rent the auditorium for two weeks in August. It was decided to not book the auditorium in August due to possible construction at that time.

ADJOURN

All business being concluded, Council Member Honeycutt made a motion to adjourn at 6:35 p.m. All voted in favor.

I attest these are the approved minutes of the Board.

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Alice Sanders, Town Clerk

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Wendell Hildebrand, Mayor