

MINUTES

COUNCIL DOWNTOWN MASTER PLAN COMMITTEE

September 25, 2019 – 4:00 PM

Administrative Conference Room at City Hall

Members Present: Charlie Landreth, Chair, Council Member
Mac Morrow, Vice Chair, Council Member
Jim Fatland, City Manager
Paul Ray, Interim Planning Director
Melanie Spreen, Heart of Brevard Representative
Susan Threlkel, Council Appointed At-Large Member

Members Absent: Dee Dee Perkins, Council Appointed Citizen Member

Staff Present: David Lutz, Public Works Director
Denise Hodsdon, Executive Assistant

Guests: None

A. Welcome & Call to Order

Committee Chair Charlie Landreth called the meeting to order at 4:00 PM.

B. Certification of Quorum

Quorum was certified by Executive Assistant Denise Hodsdon.

C. Approval of Agenda

Motion by Ms. Threlkel, seconded by Ms. Spreen to approve the agenda as amended. The motion carried unanimously.

D. Approval of Minutes from August 28, 2019 Meeting

Motion by Ms. Spreen, seconded by Mr. Fatland to approve the minutes of the August 28, 2019 meeting as presented. Motion carried unanimously.

E. Project Status Updates

Clemson Plaza - Interim Planning Director Paul Ray reported that he met with Destination by Design, NCDOT and Carolina Mountain Surveying at the site to get everybody on the same page. He said there are some changes that need to be made. The location for the push button for the crosswalk is part way around the corner and they did

not anticipate that as that area was originally slated to be landscaped and was part of the landscaping design. Now it will have to be concrete to make it handicap accessible. The Committee asked him to ask NCDOT if that could be moved and report back. Mr. Ray said the guy-wires holding up the wooden pole are in the way at that angle, but they can replace those with a different style that would extend less into the plaza. There is a stormwater inlet toward the parking lot that Destination by Design would like to have moved as it is in the way of the water feature. The stairs are going to be removed and they are planning to include a 4' x 4' concrete footer where we can put a piece of art. There was discussion about that not being the ideal place for a piece of art, so it was decided to remove that from the plan. Carolina Mountain Surveying will have the survey completed and sent to Destination by Design by the end of the day tomorrow. The Committee requested that Mr. Ray invite Destination by Design to come to the next meeting to present the revised plan and construction drawings. Mr. Ray said NCDOT has indicated that they will approve everything on the preliminary plan and as soon as we get something concrete in hand, he will apply for an encroachment permit.

Metal Benches and Trash/Recycling Receptacles – Mr. Fatland reported that the black metal benches have been ordered and will be delivered on September 28th. The black and blue recycling receptacles with the Brevard logo will be ordered and placed at mid-block locations on Main Street.

Tree Wells – Mr. Lutz reported that we have ordered two Silva Cell tree well systems which will be installed in front of the Transylvania Times building. Delivery is expected in three weeks and when they are delivered Hunter Marks will come show us how to put them together.

Crosswalk on Main & Broad Streets – Mr. Lutz said we are looking at having the whole intersection milled, paved and stamped at the same time. The price is running about \$55,000 to \$60,000. The only issue with it is we cannot find the same product that they used on Caldwell Street for the color of the brick. It is a thermoplastic and you have to have special training, special equipment and be certified by the State. If we can't find somebody that will do it, then as a last resort we will have it done and just paint it.

Pressure Washing – Mr. Lutz provided a schedule of when pressure washing is done in the downtown. He noted that there are five times during the year (festivals, Fourth of July festivities, and Assault on the Carolinas) that they wash everything. He said they use a pressure washer, but they are mostly just knocking off what is loose. He added that to get the sidewalks perfectly clean will take a lot of time and noted that it took two days just to do the area in front of City Hall. He explained that when they do the cleaning, it is done early in the morning so it does not interfere with foot traffic. The Committee discussed they would like to see an annual deep cleaning of the sidewalks and it was suggested that if the City came up with a schedule, the Heart of Brevard should be responsible to notify its members of when to expect that to take place in front of their businesses.

BUILD Grant – Mr. Fatland noted that we submitted the application for the BUILD grant in July and we will find out in December if we get it. He said Hickory got \$1.6 million last year and he has contacted them to inquire who had done their application. Julie Metz, Goldsboro's Downtown Executive Director did their grant and she has done a number of others. Mr. Fatland contacted her for a proposal and she said she would love to work with Brevard. She indicated that her price would be around \$17,500, which is in line with what we paid Alan Steinbeck the first year. Mr. Fatland thought it would be ideal if we could get started with her immediately in December or January if we find out that we did not get a grant this year. Following discussion, there was consensus that Mr. Fatland would contact her to let her know that we are very interested in working with her.

F. Adjourn

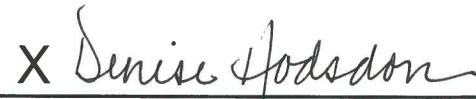
There being no further business, the meeting was adjourned at 4:45 PM. The motion carried unanimously.

Next Meeting

The next meeting of the Council Downtown Master Plan Committee will be on Wednesday, October 23, 2019 at 4:00 PM.

X 
Charlie Landreth
Chair, Council Member

Minutes Approved – October 23, 2019

X 
Denise Hodsdon
Executive Assistant