

MINUTES

COUNCIL DOWNTOWN MASTER PLAN COMMITTEE

Wednesday, July 23, 2020 – 2:00 PM

City Hall Council Chambers

Members Present: Maureen Copelof, Chair, Council Member
Gary Daniel, Vice Chair, Council Member
Paul Ray, Planning Director
Nicole Bentley, Heart of Brevard
Melanie Spreen, Heart of Brevard Representative
Dee Dee Perkins, Citizen Member
Susan Threlkel, Council Appointed At-Large Member

Members Absent: Jim Fatland, City Manager

Staff Present: Denise Hodsdon, Executive Assistant
David Lutz, Public Works Director
Aaron Bland, Planning Department

A. Welcome & Call to Order

Committee Chair Maureen Copelof welcomed everyone and called the meeting to order at 2:03 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 presented. The motion carried unanimously.

D. Approval of Minutes from July 9, 2020 Meeting

Motion by Ms. Perkins, seconded by Ms. Spreen to approve the minutes of the June 24, 2020 meeting as presented. The motion carried unanimously.

E. Update on Tree Replacement

Public Works Director David Lutz reported that the plan was to do a test section in front

of the Transylvania Times building and there was discussion about doing both sides of West Main Street from England Street to Caldwell Street. The 85-foot test section in front of the Transylvania Times building has been completed and the cost of the materials (Silva Cells, concrete and pavers, etc) was \$20,192.28 and the trees were donated. Mr. Lutz noted that both sides of West Main Street is 600 feet and based on the cost of materials for the 85-foot test site, he is estimating that the cost of materials for West Main Street would be approximately \$142,533. However, the BUILD Grant application that was submitted in May includes tree replacement, so it was decided to put that on hold until we find out if we are awarded the grant.

Mr. Lutz said they have started removing dead trees and there was discussion about what could be placed temporarily in the spaces where the dead trees are removed. Ms. Copelof will come up with some suggested bushes that would work temporarily and could then be repurposed.

F. Update on Focus 2020 Review

Ms. Threlkel said putting this together has been a challenge, but she believes that it is coming together as best it can and noted that it is amazing what has come about since that time. Ms. Copelof asked Ms. Threlkel if she thought it was useful still to be doing this. Ms. Threlkel said if it's just the bottom line message, it is an important message. She believes that the things that didn't happen are few and far between and the bottom line is they are not going to happen, so I don't think there is anything to jump off of there. It's just maybe lesson learning and looking at where we are on some particular subjects and seeing if we want to strengthen those. Ms. Copelof asked if the plan is still to do an insert in the *Transylvania Times*. Ms. Threlkel said it is getting pretty lengthy and she will need to talk with Leigh Trapp. She feels it would be a very expensive insert and it may be better to run it periodically.

G. Comprehensive Parking Review

Ms. Bentley said she feels that the recommendation from the last meeting to have a joint meeting with the City Council, the entire Heart of Brevard Board and this committee to review parking would be too cumbersome. She thought that it would be better to do a workshop with a smaller group and suggested that the Heart of Brevard Board put together a parking sub-committee and do a workshop with the Downtown Master Plan Committee and then we can take a recommendation to the City Council. Motion by Mr. Daniel, seconded by Mr. Ray that the Heart of Brevard have a sub-committee to do preliminary groundwork for a comprehensive parking review to bring back to this committee. The motion carried unanimously.

H. Set Date for Next Meeting

The next meeting of the Council Downtown Master Plan Committee will be on Thursday, August 13, 2020 at 2:00 PM in the Council Chambers at City Hall.

I. Adjourn

There being no further business, the meeting was adjourned at 2:42 PM.

X Maureen Copelof
Maureen Copelof
Chair, Council Member

Minutes Approved - August 13, 2020

X Denise Hodsdon
Denise Hodsdon
Executive Assistant