

**MINUTES
BREVARD CITY COUNCIL
September 21, 2016 – 8:30 AM**

Brevard City Council and Transylvania County Commissioners Tour of City and County Recreational Facilities

The City Council of the City of Brevard met on Wednesday, September 21, 2016, at 8:30 A.M. in the Council Chambers of City Hall with Mayor Jimmy Harris presiding.

The following Council Members were present: Mayor Jimmy Harris, Mayor Pro Tem Mac Morrow, Council Members Maurice Jones and Ann Hollingsworth.

The following Commissioners were present: Chairman Mike Hawkins

City/County Staff Present: City Manager/Finance Director Jim Fatland, County Manager Jamie Laughter, City Parks and Property Management Director Lynn Goldsmith, County Parks and Recreation Director Carleen Dixon, County Parks Manager Chad Owenby

Press Present: None

Welcome - Mayor Harris welcomed all present and called the meeting for the facilities tour to order. Purpose of the meeting is to tour several of the City and County Parks and Recreational facilities in preparation for the upcoming joint Commissioner-Council meeting scheduled for September 27, 2016, at 7:00 PM to receive the Transylvania County-City of Brevard Parks and Recreation Master Plan.

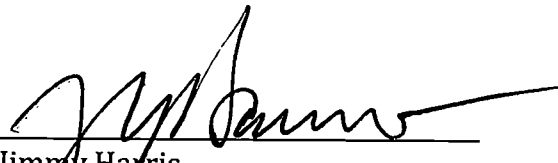
Certification of Quorum - City Clerk certified a quorum of Council present.

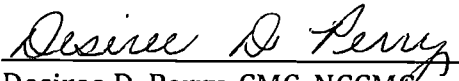
Agenda - Accepted as presented.

On-Site Visits - A 20-passenger trolley bus was used to transport all in attendance to the various facilities. Ms. Goldsmith provided a handout titled "City of Brevard Parks and Property Management Department Facilities Tour" and a copy of the Clemson Plaza design (Exhibit A), and, Ms. Dixon provided a handout listing of County and City facilities (Exhibit B). The facilities tour began at 8:30 AM at the City's Clemson Plaza. At 8:43 AM those attending boarded the trolley and visited the following sites:

1. Silvermont Park
2. Franklin Park
3. Hap Simpson Park
4. Gallimore Path and Pickelsimer Park
5. Asheville Highway Bike/Hike Path
6. City Sports Complex
7. County Recreation Activity Center Park
8. Rosman Community Park
9. Tannery Park

Adjourn - Having completed the tour of the facilities, the trolley delivered everyone back to City Hall at 11:02 AM, and Council members agreed to adjourn their meeting at that time.


Jimmy Harris
Mayor


Desiree D. Perry, CMC, NCCMC
City Clerk

Minutes Approved: October 17, 2016

Exhibit A – Council Minutes

September 21, 2016 Meeting

Council-Commissioner Facilities Tour



The City of
Brevard
North Carolina

**CITY OF BREVARD
PARKS AND PROPERTY
MANAGEMENT DEPARTMENT**

**FACILITIES TOUR
September 21, 2016**

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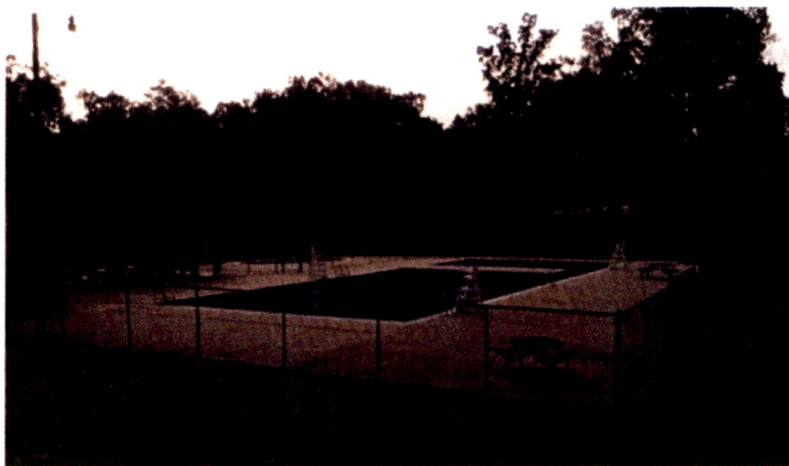
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The Franklin Park Pool

Franklin Park:

Franklin Park was purchased in 1937 and is approximately 4.2 acres in area. It features the Franklin Swimming Pool, the "Big Play" playground, a natural area and the Girl Scout "Little House". The



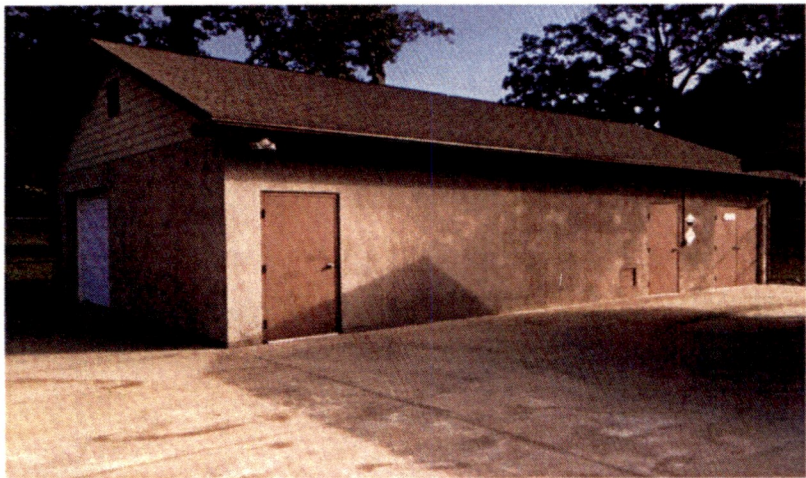
pool was rebuilt with a PARTF Grant in the late 90's and has been operating at optimum performance since that time, drawing people locally and from other counties in the area. The Big Play was also completed in the late 90's with a community effort. The playground was designed by Leathers and Associates, a New York based company. It is used daily by locals as well as visitors from other counties and vacationers. The Girl Scout Little House is used exclusively by the Girl Scout organization.



The Girl Scout "Little House"

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The City’s role in the care of this park is three fold: Recreation, Grounds and Facilities Maintenance. The department considers the pool and playground under the heading of recreation and the grounds are taken care of by the departments’ grounds crew. The facility houses three buildings: the Bath House, the Chemical/Pump Building, and the Girl Scout “Little House”. There are also two picnic shelters. One is located inside the pool area and the other by the playground. They are maintained by the department facilities staff.



Pool Pump Building



The “Big Play”
At Franklin Park

-3-

Franklin Park has many amenities for the public to enjoy. Its hours of operation are from daylight until dusk.



Picnic Shelter

The section below is for your notes on this facility.

-4-

Bracken Preserve:

Bracken Mountain was once the City's watershed property and served the City's water needs until the Water Treatment Plant at Cathey's Creek came on line in the early 1980's. The property is approximately 400 acres in size. The City received a Clean Water Trust Fund Grant in 2010, putting the property under a Conservation Easement. Under the easement guidelines the property has some use and care specifications. The property is used by hikers and mountain bikers.

It's a source of exercise and enjoyment for locals as well as visitors to the area. Several organizations have special events on the property throughout the year that draw many participants. City forces and a forestry contractor maintain the area as required by the conservation easement.



Entrance to Bracken Preserve

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The contracted forester has provided a management plan that meets the requirements of the conservation easement. Work is scheduled throughout the year as laid out in the management plan to achieve those goals.

The property is used throughout the year and has had interest from many groups and individuals from near and far. It is the stage for some organized bike and foot racing events.



Mountain Biker on Bracken Preserve

The section below is for your notes on this facility

-6-

Pickelsimer Park:

Pickelsimer Park was a small park that was installed by the City as the Gallimore path was constructed. The property was donated by the Medical Associates of Transylvania doctors group. City crews did the park installation. It has two benches and picnic tables for the public to enjoy.



Pickelsimer Park

The parks winding brick path, beautiful plantings and the view of the mountains across the French Broad Valley is inviting for park guest. This park is used by bike path users, school students and patrons of the medical facilities surrounding the area.

The section below is for your notes on this facility

-7-

Edna Glaze Playground:

Edna Glaze Playground is located at 142 Hillview Street. It is a small area about .15 of an acre and was built to service the Western Carolina Community Action (WCCA) daycare that sits across the street as well as the surrounding community. WCCA gave the City the playground after it was built in the early 2000's. It has a playground and a small picnic shelter and tables. The fence and sign were replaced last year.



Edna Glaze Playground

The section below is for your notes on this facility

-8-

Hap Simpson Park:

Hap Simpson Park is located just outside the City Limits on Highway #276 south. It was established in the late 1970's as a River Access point for boaters on the French Broad River. The Parks and Property Management Department cleared an additional section 20 years later that extended along the highway and to the river. The park has picnic tables, a fishing pier and a river access ramp. This park is used by locals, visitors, fishermen, boaters and some dog owners.



Boat Access Hap Simpson Park

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There are six picnic areas for people to enjoy. It is enjoyed by folks coming from town to eat lunch, and people traveling through the area. Many people spend time with their dogs for exercise and training. Camps use the boat access for their river trips with campers. Outdoor clubs also use the park occasionally for small events.



Fishing Pier at Hap Simpson Park

The space below is for your notes on this park

Clemson Park:

Clemson Park is located at the corner of West Main and Caldwell Streets. It was established as a temporary planting in 1996 with the original plan to make an area for parking. It is a small pocket green space and has trees, shrubs and flowers. Currently it doesn't get much foot traffic, but it does have a lot of visual attention. This fall the plan is to schedule a renovation for the area with a walkway through the park to connect the parking lot with the West Main Sidewalk. It will feature nice plantings of shrubs and flowers along with a water feature. It will create a nice experience for the pedestrians using the area.



Clemson Park

The space below is for your notes on this park

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Bike/Hike Path:

The 5.7 mile bike/hike path came on line in the early 2000's and has been one of the Cities most used recreational amenities. It's used by locals and visitors of all age groups in every season. It connects the Pisgah National Forest at Davidson River to the City ending at McClean Road. The most recent additions are Gallimore Path and the Cherry Street connector. The City plans to do more community connections to the bike path as time goes on.



Bike/Hike Path near Brevard Sports Complex

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Many communities surround the bike path and enjoy connecting to it. Residents of all ages use the path on a regular basis. Some business and industrial employees in the area use the path during lunch and breaks. Some use it for relaxation and others use it for health and fitness. It is the City’s most popular amenity.



Bike/Hike path near Cedar Hill Apartments on Hospital Drive

The space below is for your comments on this park

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Brevard Sports Complex:

The Brevard Sports complex is approximately 20 acres and serves a large part of the City of Brevard's recreational needs. It has six baseball/softball fields and one soccer field. The bike/hike path also runs through the Complex and serves as an access point for path users. The Transylvania Little League leases the baseball/softball fields from the City. The baseball/softball fields are used by the Transylvania Little League, Brevard Middle School and Traveling Ball teams. The practices start for Brevard Middle School in early February and Little league starts in early March. The City drags and lines the fields Monday through Friday for every game that is played. Employees also clean the restrooms and empty many trash cans daily during the playing season. All baseball/softball fields are mowed three times per week during season and outer areas of the complex are mowed weekly. The soccer field is leased by Transylvania Youth Soccer Association and is used by their organization and the Brevard Middle school for games. During the off season the soccer field is mowed at the highest mower setting to allow the field to rejuvenate for the next season.



Soccer field with Brevard Middle School game

Fields are aerated, limed, fertilized and over-seeded twice per year. The department also winterizes the concession stand and also gets it prepared for use in the playing season. Field lighting and all building needs are also maintained by the department. Crews keep all of the complex facilities and grounds maintained well. The Parks and Property Management Facility is also located at the Sports Complex. The parking lot of the Complex serves the Baseball/softball fields, soccer fields and the bike /hike path. The Complex is used by many people and is always busy year round.

The section below is for your notes on this park.

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French Broad Community Center:

The French Broad Community Center is located at 281 French Broad Street. The Community Center was donated by the Silversteen Family in 1955. The building today serves many organizations for meetings. Those organizations are: The Duplicate Bridge Club, Alcoholics Anonymous, The Eastern Star, Sylvan Squares and the Gideon's. The Parks and Property Management Department remodeled the inside of the building in 2011. This year money is budgeted for paving the parking lot, which has 10 spaces. The Parks and Property Management Department cleans the building five days a week.



The French Broad Community Center

The section below is for your notes

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Facilities Tour

Part Two

Additional Information for the City of Brevard Parks and Property Management Department

This section contains information about the additional responsibilities of the City's Parks and Property Management Department. The Department accepted responsibilities for the City's recreational interest in 1996. The department is also responsible for grounds, facility and custodial care for all the City's facilities. It's also responsible for setting up rooms for meetings, for the downtown 16 block area of streetscape (electrical and landscape care), the street lighting in Straus Park Development and the Demo Block, cleaning the Public Restrooms during festivals and Holiday decorating of City facilities. The attached report will list the responsibilities under their respective headings.



Parks and Property Management Department Employees
(Not Pictured: Mary Bowling Custodian)

Department Employees: 6 Full Time and 1 Part Time

- Director 1 PT Custodian
- Facilities Technician
- Recreation Technician
- Horticulturist Technician

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- 2 Grounds Technicians

Department Responsibilities:

- **Facilities:** The department maintains 10 city facilities. Maintenance includes: HVAC, electrical, plumbing, carpentry, painting, masonry and inspections.
 - **Grounds:** The department maintains approximately 30 grounds projects. Some are small landscape areas and some large. Projects include: 4 parks, bike path, pump stations, the reservoir, 2 playgrounds, city hall complex, 18 sculptures, roadside beautification projects, and the 16 block downtown area. Maintenance includes: mowing, weed eating, mulching, pruning, planting, spraying, watering and fertilizing projects.
 - **Recreation:** The department is responsible for the City's recreation interest. It manages and maintains the Sports Complex, which includes baseball/softball and soccer, the 5.7 mile bike/hike path, the Franklin Park Pool, the Big Play at Franklin Park and Edna Glaze Playground. The department is also responsible for maintenance on the Bracken Preserve.
 - **Custodial:** The department is responsible for the custodial needs of the city. The City Hall complex, the French Broad Community Center and Public Restrooms are cleaned by the department daily.
 - **Special events:** The department provides public restroom cleaning and electrical support for festivals and events. City facilities are also decorated by the department for the Christmas season. The department does room setup for city related events, as well as moving furniture and office setup
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for other departments. The department also maintains the Tree City USA status and celebrates Arbor Day annually.

Department Location:

The Building and Grounds Department is located at 824 Ecusta Road at the City of Brevard Sports Complex facility.

Sites and Responsibilities of the Parks and Property Department:

Grounds List

Franklin Park (grounds)	Wilson Road Pump Station
Hap Simpson Park	Gallimore Road Pump Station
Reservoir	Neely Road Pump Station
Caldwell/Broad Intersection	Deer Lake Pump Station
East Main Intersection	Straus Park Pump Station
Elm Bend Road Intersection	East Main Parking Lot
Hwy#64/Old #64 Intersection	Sculptures 18 landscape sites
Sports Complex	Drivers Training Course
Bike/Hike Path 5.7 miles	Pickelsiemer Park
Clemson Park	Downtown (HOB District)
City Hall Complex	West Main Parking Lot
Edna Glaze (Grounds)	FBCC (grounds)
Bracken Preserve	Illahee Dump Site
Corner of Caldwell/Probart	Tannery Property

Facilities List

- City Hall Complex (Admin., Planning, Police, Finance and Fire)
- Pool (bath house and pump buildings)
- Scout Hut
- Public Services: Main Facility and Operations Center

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- Sports Complex (PPM Facility and concession stand)
- French Broad Community Center (FBCC)
- Down town electrical (HOB District)
- Street lights Downtown and Straus Park Development
- Facility parking lots

Recreation List

- Sports Complex (6 baseball/softball fields and 1 soccer field)
- Franklin Pool (Large pool and kiddie pool)
- Big Play at Franklin Park
- Edna Glaze Playground
- Bike/Hike Path 5.7 miles



Custodial List

- City Hall Complex (Police, Planning, Finance, Administration and Public Restrooms)
- French Broad Community Center (FBCC)

Clemson Plaza

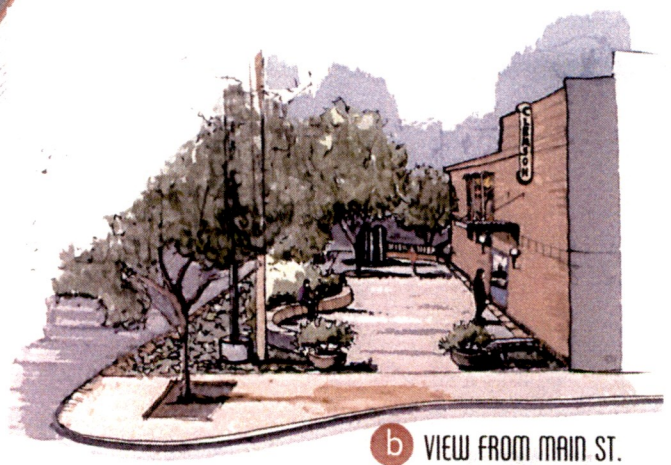
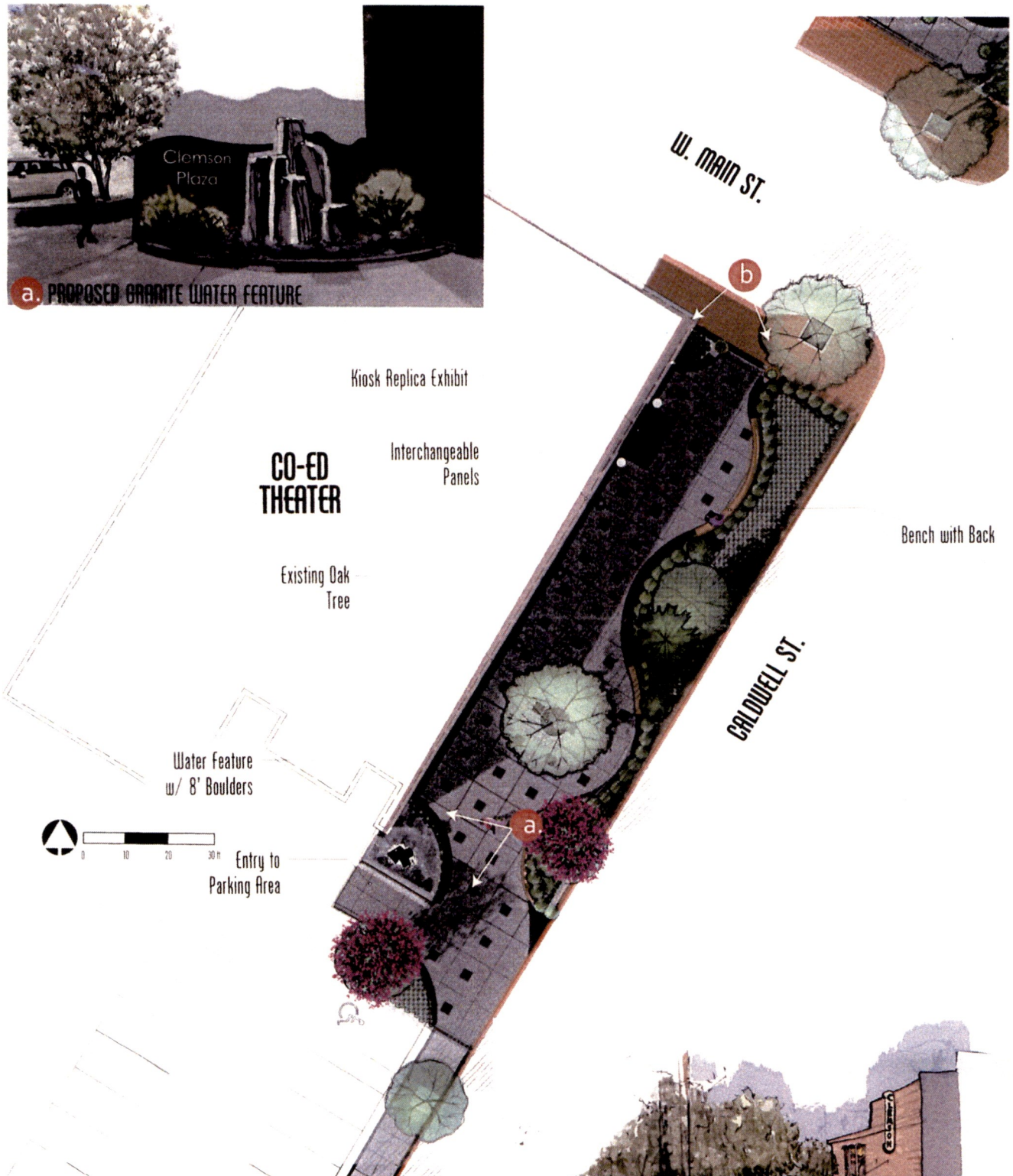


Exhibit B – Council Minutes
September 21, 2016 Meeting
Council-Commissioner Facilities Tour

Stop Order	PARKS		Outdoor Pool	Indoor Gym	Concession	Meeting Room	Adult Softball Field	Girls Softball Field	Baseball Field	Youth Baseball Field	Soccer Multi-Use Field	Playground	Outdoor Basketball	Tennis Courts	Walking Path	Picnic Shelter/Gazebo	River Access	Restrooms	Benches	Acorn	PART I Reserved	PART II Reserved
	TRANSYLVANIA COUNTY	Page # in Master Plan																				
7th	Transylvania Activity Center (TAC) 1978 Ecusta Road, Brevard, NC 28712	19	1	1	1	2				2	1		Adjacent					2	•	35.97	\$20,000	
	Connetsee Falls Park Hwy 276 S., Brevard, NC 28712	19											1					Porta	•	2.62	\$325,650	
	Island Ford River Access Island Ford Rd., Brevard, NC 28712	19														1				0.6		
8th	Rosman Community Park Old Rosman Hwy., Rosman, NC 28772	19					1	1		2	1		1	1				1	•	22.45	\$181,350	
2nd	Silvermont Mansion & Park 364 E. Main St., Brevard, NC 28712	20			4						1	2	3	1	2			2	•	8.27		\$132,983
	South Broad Park S. Broad St., Brevard, NC 28712	20											1						•	1.6		\$19,335
	Walker Park (Pocket Park) 7 East Main St., Brevard, NC 28712	20																	•	0.1		
	Wilson Road River Access Wilson Rd., Pisgah Forest, NC 28768	20														1				0.38		
	TOTALS		1	1	1	5	2	2	1	4	4	3	4	3	4	2	5		71.99	\$527,000	\$152,318	
	CITY OF BREVARD	Page # in Master Plan																				
	Brevard Greenway 832 Ecusta Rd., Brevard, NC 28712	21											7m						•	8.17		
	Bracken Preserve Pinnacle Rd., Brevard, NC 28712	24											6.4m						•	395.6		
6th	City Sports Complex 824 Ecusta Rd., Brevard, NC 28712	24					1	5	1				1	1				1	•	20		
1st	Clomson Plaza Caldwell St., Brevard, NC 28712	24																		0.1		
	Edna Glaze Park Hillview St., Brevard, NC 28712	24									1								•	0.15		
3rd	Franklin Park & Pool Lakeview Ave., Brevard, NC 28712	24	1								1		1	2				1	•	4.2	\$212,500	\$45,000
	French Broad Community Center E French Broad St., Brevard, NC 28712	25			1													1		0.22		
4th	Hap Simpson Park 968 Greenville Hwy., Brevard, NC 28712	25											1			1			•	8.39		
5th	Pickelsimer Park Gallimore Rd., Brevard, NC 28412	25																	•	0.18		
10th	Tannery Park Brevard, NC 28712	25																		25		
	TOTALS		1		1		1	5	1	2			5	3	1	3			462	\$212,500	\$45,000	
	TOWN OF ROSMAN	Page # in Master Plan																				
9th	Champion Park Main Street, Rosman, NC 28772	19	1				1				1	1	1			1	Adjacent			3.97	\$40,000	\$111,423

Park names highlighted in green we will be visiting today.

Park names highlighted in pink we will visit if we have time.