

MINUTES

COUNCIL DOWNTOWN MASTER PLAN COMMITTEE

Wednesday, August 10, 2022 – 4:00 PM

City Hall Council Chambers

Members Present: Gary Daniel, Chair, Council Member
Geraldine Dinkins, Vice Chair, Council Member
Larry Faison, Interim City Manager
Paul Ray, Planning Director
Billy Parrish, Heart of Brevard Representative
Nicole Bentley, Heart of Brevard Executive Director
Lee McMinn, Citizen Member (arrived at 4:30 pm)
Parker Platt, Council Appointed At-Large Member

Staff Present: Dean Luebbe, Finance Director
Denise Hodsdon, Executive Assistant

Guests: Melanie Spreen, DTMP Project Manager
Dee Dee Perkins, Resident

Media: Jonathan Rich, *Transylvania Times*

A. Welcome & Call to Order

Committee Chair Gary Daniel welcomed everyone and called the meeting to order at 4:01 PM.

B. Certification of Quorum

Quorum was certified by Executive Assistant Denise Hodsdon.

C. Approval of Agenda

Motion by Ms. Bentley, seconded by Ms. Dinkins to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes of July 13, 2022 Meeting

Motion by Ms. Dinkins, seconded by Ms. Bentley to approve the minutes of the July 13, 2022 meeting as presented. The motion carried unanimously.

E. Times Arcade Alley Update

Mr. Ray recalled that 90% design plans were presented to the Committee on March 18th. He explained that Arbor Engineering is seeking guidance from the Committee on a few remaining items in order to finish the plans. If enough guidance can be given at this meeting, Staff is seeking a recommendation in favor of updating the plans and presenting them to City Council for their consideration. He noted that it is important to move the design process forward to allow enough time for drafting the bidding documents, advertising the project, selecting a contractor and beginning work this winter.

Melanie Spreen informed the committee that based on what the final documents are showing, we are over budget so we want to prioritize key features. With the idea of trying to scale back the project to within budget, a couple of things we are looking at are the overall scope of utility work to be included, final paver materials and finishes for the alley, as well as the seating areas. There are some final selections on furnishings and light fixtures, as well as where we would like to put power in the alley. Ms. Spreen said they can modify the plans to have a base bid and also have some bid alternates so we can see how the bid pricing comes out.

Mr. Platt said it is not clear to him how much money we have for both of these projects. He asked if we should be thinking about combining the Alley and Main Street as a single project with a single pot of money, and make these decisions about finishes and things based on that, which is to unify these two projects as one so we don't have more of a tricked out alley and a just a basic renovation of Main Street. Then we focus on what is the right way to be renovating our downtown infrastructure with the money that we have vs. thinking about them as two projects with separate budgets. He suggested that it could be bid as one larger scale project, which he thought would be looked upon favorably by the people that are bidding it.

During discussion of priorities, the committee agreed that trees, sidewalks and infrastructure, including burying the utilities was essential. Bumpouts on Jordan Street and Main Street are also essential for safety and to facilitate trees. There was consensus to include in the bids a baseline of paving the alleyway with asphalt, with an alternate bid for pavers. The ultimate goal is to try to simplify the plan and reduce some of the fancier features to try to get the cost down to stay within the funds available. Mr. Ray noted that we have a contract drawn up with Arbor Engineering to do the construction management for Times Arcade Alley. Ms. Spreen added that the contract is just for the alley and it would need to be updated if we are expanding the project scope.

Motion by Mr. McMinn, seconded by Ms. Dinkins to designate Arbor Engineering as project manager and combine the two projects, Main Street and Times Arcade Alley, into one contract. During discussion, Mr. Parrish thought this should be two separate motions. Mr. McMinn withdrew the motion.

Motion by Mr. Parrish, seconded by Mr. Ray to bring the two projects together into one that fits within the current funds available. The motion carried unanimously.

Motion by Mr. McMinn, seconded by Mr. Ray that Arbor Engineering be identified as the project manager for the combined consolidated contract. During discussion, Mr. Luebbe and Mr. Faison explained that because we are using ARPA funds for the stormwater portion of the alley project, there is a procurement process we have to go through to utilize these funds and it would be premature to designate a current engineer to encompass both projects, when one part is funded through state or federal money. Mr. McMinn withdrew the motion. Mr. McMinn suggested that if we want Melanie Spreen to stay on as an advisor, that we seriously consider that and how that might be done.

Motion by Mr. Platt, seconded by Mr. McMinn to authorize staff to work with the consultants to finalize the plans for the project and take the project to City Council for approval. The motion passed unanimously.

F. Main Street Improvements

This item was included in discussion of the Times Arcade Alley Update.

G. Set Date for Next Meeting

The next meeting of the Council Downtown Master Plan Committee was scheduled for Wednesday, September 14, 2022 at 4:00 PM.

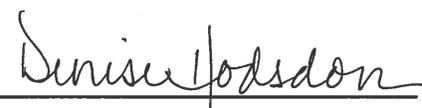
H. Adjourn

There being no further business, the meeting was adjourned at 4:58 PM.

X 

Gary Daniel
Chair, Council Member

Minutes Approved - October 12, 2022

X 

Denise Hodsdon
Executive Assistant