



**CITY OF HENDERSONVILLE**  
**APRIL 2022 DOWNTOWN ADVISORY BOARD**  
Downtown Program Office | 125 Fifth Avenue West, Suite 200 | Hendersonville NC  
28792



Tuesday, April 12, 2022 – 4:00 PM

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## AGENDA

1. **CALL TO ORDER**
2. **PUBLIC COMMENT**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF MINUTES**
  - A. March 2022 Agenda
5. **NEW BUSINESS**
  - A. Friday Main Street Car Shows- Event Review
  - B. Municipal Service District Contract Review Discussion
  - C. Downtown Budget Review - Staff will review proposed 2023 and Capital Improvement Budgets.
6. **OLD BUSINESS**
  - A. 7th Avenue Visioning Update
  - B. Sidewalk Dining Ordinance Updates
7. **OTHER BUSINESS**
8. **ADJOURNMENT**

*The City of Hendersonville is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or an accommodation for this meeting please contact the City Clerk no later than 24 hours prior to the meeting at 697-3005.*



## CITY OF HENDERSONVILLE DOWNTOWN ADVISORY BOARD

Downtown Program Office | 125 Fifth Avenue West, Suite 200 | Hendersonville NC  
28792



Tuesday, March 08, 2022 – 4:00 PM

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### MINUTES

1. CALL TO ORDER
2. PUBLIC COMMENT
3. APPROVAL OF MINUTES

1. February Downtown Advisory Board Minutes

Patsy DuPre made a motion to approve the minutes. Jerry Fitzgerald seconded. A roll call vote was taken, Patsy DuPre, Jerry Fitzgerald, Caroline Gunther, CHris Cormier, Mark Pavao, Matthew Hickman and Juls Buckman voted in favor to approve the minutes.

There was no other new business and the Board then watched a special presentation of the North Carolina Main Street Conference.

4. OTHER BUSINESS
5. ADJOURNMENT

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## CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

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**SUBMITTER:** Lew Holloway, Community Development Director      **MEETING DATE:** April 7, 2022

**AGENDA SECTION:** CONSENT AGENDA      **DEPARTMENT:** Community Development

**TITLE OF ITEM:** Special Event: Friday Main Street Car Shows - *Lew Holloway, Community Development Director*

### **SUGGESTED MOTION(S):**

I move that City Council approve the special event permit for the Friday Main Street Car Shows.

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### **SUMMARY:**

The Carolina Mountain Car Shows are organized by Carolina Mountain Car Club and are proposed to coincide directly with the Tourism Development Authority's Music on Main events. These events will take place every Friday evening starting on June 10 and ending after August 19. This year the event application includes a new request to close an additional two blocks of Main Street to accommodate more vehicles for the car shows. The full closure consists of Main Street from Caswell to Second, with Allen being left open to cross traffic. The purpose of these events is to attract people to the downtown area for cultural activities on summer nights. About 2500 participants are expected during all event occurrences. The Special Events Committee unanimously voted to recommend approval of this event as presented.

**BUDGET IMPACT:** NA

**Is this expenditure approved in the current fiscal year budget?** NA

**If no, describe how it will be funded.**

### **ATTACHMENTS:**

None

**Downtown Advisory Board**  
**AGENDA ITEM SUMMARY**



Item B.

**SUBMITTER:** Jamie Carpenter, Downtown  
Manager

**MEETING DATE:** April 12, 2022

**TITLE OF ITEM:** Contract Review Discussion

**SUMMARY:**

. This meeting (and previous downtown board and committee public meetings) serves the purpose of public input regarding the needs of the service district. The following service district contracts discussed at the April 12 meeting will include: Landscaping and hanging baskets, arborist services, and 7<sup>th</sup> Avenue visioning/branding.

Pursuant to North Carolina General Statute 160A-536, the below procedures must be followed when awarding contracts from Municipal Service District funds.

(1) The city shall solicit input from the residents and property owners as to the needs of the service district prior to entering into the contract.

(2) Prior to entering into, or the renewal of, any contract under this section, the city shall use a bid process to determine which private agency is best suited to achieve the needs of the service district. The city shall determine criteria for selection of the private agency and shall select a private agency in accordance with those criteria. If the city determines that a multiyear contract with a private agency is in the best interest of the city and the service district, the city may enter into a multiyear contract not to exceed five years in length.

(3) The city shall hold a public hearing prior to entering into the contract, which shall be noticed by publication in a newspaper of general circulation, for at least two successive weeks prior to the public hearing, in the service district.

(4) The city shall require the private agency to report annually to the city, by presentation in a city council meeting and in written report, regarding the needs of the service district, completed projects, and pending projects. Prior to the annual report, the private agency shall seek input of the property owners and residents of the service district regarding needs for the upcoming year.

(5) The contract shall specify the scope of services to be provided by the private agency. Any changes to the scope of services shall be approved by the city council.