



CITY OF HENDERSONVILLE
DOWNTOWN ADVISORY BOARD APRIL
125 5th Avenue W, Hendersonville NC 28792
Tuesday, April 13, 2021 – 4:00 PM



AGENDA

1. CALL TO ORDER

Join Zoom Meeting

<https://us02web.zoom.us/j/82123326515?pwd=MEIrK2JjL1pEbXgxNlF0S25KRW11dz09>

Meeting ID: 821 2332 6515

Passcode: 462864

Call in: +1 312 626 6799 US

2. OLD BUSINESS

3. APPROVAL OF AGENDA

4. APPROVAL OF MINUTES

A. **Review / Approve March 2021 Minutes**

B. **Team Meeting Minutes**

Minutes from April team meetings to provide background information for the board. (*no vote needed*)

5. OLD BUSINESS

A. Brief update on the following upcoming events:

Farmers Market

LoveHendo Saturday

Bear Reveal

Rhythm & Brews

B. AF Barber Statue

Item was tabled at March, 2021 meeting due to time. The Community Character Team reviewed (see team meeting minutes).

6. NEW BUSINESS

A. Facade Grant Application for Hands On! Children's Museum

Facade grant applications were submitted for Hands On and reviewed by the Community Character Team.

A summary of the Community Character Team discussion for each grant can be found in the minutes. The team voted to approve recommending this grant, with one (Gunther) voting not to approve.

B. Facade Grant Application - Underground Baking

Facade grant applications were submitted and reviewed for 348 7th Avenue and 346 7th Avenue (Underground Baking / Independent Beans)

A summary of the Community Character Team discussion for each grant can be found in the minutes. The team unanimously voted to approve both grants.

Suggested Motion: *I move to approve the facade grants for 348 7th Avenue E and 346 7th Avenue E, as presented in their application.*

C. 7th Avenue Branding RFP

The Community Character Team recommends a more thorough branding process that includes community input. A RFP is attached to evaluate firms to provide this resource.

Suggested Motion: I move to approve the RFP for 7th Avenue Branding as presented.

7. OTHER BUSINESS

8. ADJOURNMENT

9.

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 MARCH
MEETING (ORGANIZATIONAL MEETING)**

(Virtual) 125 5th Avenue W, Suite 200 Hendersonville NC 28792
Tuesday, March 09, 2021 – 4:00 PM



MINUTES

1. CALL TO ORDER

Virtual Present: Becky Ayers, Matthew Hickman, John Ryan, Chris Cormier, Jared Bellmund, Mark Pavao, Patsy DuPre, Lyndsey Simpson

In Person Present: Carol Sitzler, Caroline Gunther, Walt Slagel, Matthew Hickman

Absent: Matt Johnes

Staff present: Jamie Carpenter, Meredith Friedheim, Lew Holloway

1. Rules Of Procedure and Board Meeting Overview - J. Carpenter

Jamie Carpenter reviewed the rules of procedure and open meeting rules for the Downtown Advisory Board.

2. Establishing Board Officers - J. Carpenter

Nominations for CHAIR: Matthew Hickman made a nomination for Caroline Gunther to be chair of the Downtown Advisory Board. Becky Ayers seconded the motion.

A roll call vote was taken, the following AYE:

Becky Ayers, Matthew Hickman, John Ryan, Chris Cormier, Carol Sitzler, Jared Bellmund, Mark Pavao, Walt Slagel, Patsy Dupre. Caroline Gunther recused herself.

There were no NAY votes.

Nominations for VICE CHAIR: Caroline Gunther made a nomination for Matthew Hickman to be vice chair of the Downtown Advisory Board. Becky Ayers seconded the motion.

A roll call vote was taken, the following AYE:

Becky Ayers, Caroline Gunther, John Ryan, Chris Cormier, Carol Sitzler, Jared Bellmund, Mark Pavao, Walt Slagel, Patsy Dupre. Matthew Hickman recused himself.

There were no NAY votes.

3. Downtown Advisory Board Meeting Schedule - Board Chair

Suggested Motion: Approval of monthly meeting schedule for the 2nd Tuesday of each month at 4pm.

Matthew Hickman made the motion to approve a monthly schedule for the Downtown Advisory Board to be the 2nd Tuesday of each month at 4pm

A roll call vote was taken, the following AYE:

Becky Ayers, Matthew Hickman, John Ryan, Chris Cormier, Carol Sitzler, Jared Bellmund, Mark Pavao, Walt Slagel, Patsy Dupre, Caroline Gunther

There were no NAY votes.

2. APPROVAL OF AGENDA

There were no amendments to the agenda.

Mark Pavao made a motion to approve the agenda as presented. Carol Sitzler seconded.

A roll call vote was taken, the following AYE:

Becky Ayers, Matthew Hickman, John Ryan, Chris Cormier, Carol Sitzler, Jared Bellmund, Mark Pavao, Walt Slagel, Patsy Dupre, Caroline Gunther

There were no NAY votes.

3. PUBLIC COMMENT

Article 7 Section 2. Public Input. Public input at all Board meetings that are not quasi-judicial in nature shall have a three-minute limit per speaker. The Chair reserves the right to alert time limits for public comment periods.

Article 13 (h) Public Comment. The Board may hold a public comment period at any regular meeting or special meeting called, at least in part, for that purpose. During the public comment period, members of the public may speak on any matters within the Board's real or apparent jurisdiction.

There were no attendees in person or virtually who requested time for public comment.

4. OLD BUSINESS & WORKPLAN UPDATES

1. Update on 7th Avenue Branding - J. Carpenter

Jamie Carpenter presented an update to the 7th Avenue Branding item in the workplan. Formation PR has been approached to get an idea on pricing. A range of options are available from working with Formation PR to a freelancer. Depending on pricing, the project may need to be bid out. This will continue to be discussed in the Community Character Team.

Matthew Hickman noted that he supports the branding and would like to support a 7th Avenue business (Formation PR) if possible.

2. **Economic Vitality Team - Downtown Map & Dashboard - J. Carpenter**

Update on downtown property dashboard. Dashboard has not been shared publicly as staff are still working through some details/testing.

<https://hendersonville.maps.arcgis.com/apps/opsdashboard/index.html#/2516014d94b149ba8380443452db1884>

Jamie Carpenter showed the downtown property database dashboard. The information is still being collected but downtown has been working with the city's GIS department to build this resource for businesses and developers.

5. **NEW BUSINESS**

1. **Establishing Teams of the Board - J. Carpenter**

To establish the teams of the Downtown Advisory Board. It is noted that there are no limits on members of these teams and they may add more members at any time.

Matthew Hickman made a motion to establish the Downtown Events Team to meet on the 1st Thursdays at 9am as needed, with the following members Walt Slagel, Becky Ayers, Babs Newton, Jack Maniscalco, Michele Sparks, Stacey Fields, Hannah Duncan, Bryan Byrd, Mark Pavao. Mark Pavao seconded the motion.

A roll call vote was taken, the following AYE:

Becky Ayers, Matthew Hickman, John Ryan, Chris Cormier, Carol Sitzler, Jared Bellmund, Mark Pavao, Walt Slagel, Patsy Dupre, Caroline Gunther.

There were no NAY votes.

Matthew Hickman made a a motion to establish the Downtown Community Character Team to meet on the 1st Tuesdays at 9am as needed, with the following members: Mathew Hickman, Chris Cormier, Linda Dipaola, Michele Sparks, Caroline Gunther, Patsy DuPre. Becky Ayers seconded.

A roll call vote was taken, the following AYE:

Becky Ayers, Matthew Hickman, John Ryan, Chris Cormier, Carol Sitzler, Jared Bellmund, Mark Pavao, Walt Slagel, Patsy Dupre, Caroline Gunther.

There were no NAY votes.

Matthew Hickman made a motion to establish the Downtown Economic Vitality Team to meet on the 1st Tuesdays at 4pm as needed, with the following members: Caroline Gunther, Carole Sitzler, Jared Bellmund, John Ryan, Ben Smith, Mark Pavao. Mark Pavao seconded the motion.

A roll call vote was taken, the following AYE:

Becky Ayers, Matthew Hickman, John Ryan, Chris Cormier, Carol Sitzler, Jared Bellmund, Mark Pavao, Walt Slagel, Patsy Dupre, Caroline Gunther.

There were no NAY votes.

2. Downtown Advisory Board Budget Review - J. Carpenter

Presentation on current budget position for Main Street and 7th Avenue by Staff.

Jamie Carpenter presented an overview of the Main Street and 7th Avenue MSD budgets along with recommendations from staff for moving forward.

3. Part Time Events & Marketing Assistant - J. Carpenter

Jamie Carpenter presented a proposal to establish a position of Part Time Events & Marketing Assistant to begin in the current fiscal year. The position was created, in part, due to the department reorganization with the Community Development Department, leaving additional room in the budget due to some staff costs being paid out of the General Fund. A job description was presented to be 25 hours per week (averaged over a year) with benefits. The current year budget impact is approximately \$3000 and normal fiscal year budget impact will be approximately \$35,000 to be distributed as 75% Main Street and 25% 7th Avenue MSD.

Caroline Gunther made a motion to recommend the position of Events and Marketing Assistant to city council. Matthew Hickman seconded.

A roll call vote was taken, the following AYE:

Becky Ayers, Matthew Hickman, John Ryan, Chris Cormier, Carol Sitzler, Jared Bellmund, Mark Pavao, Walt Slagel, Patsy Dupre, Caroline Gunther.

There were no NAY votes.

4. Review 2021 events schedule - M. Friedheim

Meredith Frieheim presented the calendar of downtown events to the board. She noted what events were tentative and that all will be subject to Covid restrictions that are in place at the time of the event.

Rhythm & Brews is proceeding for planning purposes and the downtown staff are monitoring the requirements to make the determination for when opening day will be.

5. Proposal to Downtown Advisory Board for 2021 LoveHendo Saturdays - J. Carpenter

Jamie Carpenter presented the LoveHendo Saturday proposal that was included in the agenda packet. This was recommended to proceed by the Events team in February. The proposed plan

for 2021 included partnering with other downtown events to provide additional activity to alleviate the concerns raised by some businesses during 2020. This includes Antique & Vintage Show, Jump Off Rock Half Marathon, Tails in Town, and Motorama.

There was discussion on the impacts of closing the street with concerns raised by Carol Sitzer.

Jared Bellmund made a motion to recommend the street closure of Main Street for May 8, June 12, July 10, August 14, October 9, November 13 and December 11 to continue to the LoveHendo Saturday activity for 2021.

Mark Pavao seconded the motion.

Further discussion included working with businesses to encourage expansion and promoting additional activities to draw attention to the street.

A roll call vote was taken, the following AYE:

Becky Ayers, Matthew Hickman, John Ryan, Chris Cormier, Jared Bellmund, Mark Pavao, Walt Slagel, Patsy Dupre, Caroline Gunther.

The following NAY: Carol Sitzer

6. Proposal for AF Barber Statue at First Citizens Plaza - J. Carpenter

Jared Bellmund made a motion to table this discussion to give the board further time for review. Carol Sitzer seconded.

A roll call vote was taken, the following AYE:

Becky Ayers, Matthew Hickman, John Ryan, Chris Cormier, Carol Sitzer, Jared Bellmund, Mark Pavao, Walt Slagel, Patsy Dupre, Caroline Gunther

There were no NAY votes.

6. 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 ECONOMIC VITALITY TEAM APRIL
125 5th Avenue W, Hendersonville NC 28792
Tuesday, April 06, 2021 – 4:00 PM



MINUTES

1. CALL TO ORDER

Present: Caroline Gunther, Mark Pavao, John Ryan, Jared Bellmund

2. AGENDA ITEMS

1. Pivot Grant Application: Oklawaha Brewing Company

The Oklawaha Brewing Company application for a Pivot Grant was reviewed.

Caroline Gunther made a motion to grant the full \$1000 for this grant application due to the financial investment from the brewery and their contributions for the pilot program. John Ryan seconded. Mark Pavao, Caroline Gunther, and Jared Bellmund all voted in favor.

Following this application review, the team discussed the future of the Pivot grants. There will be approximately \$2000 remaining in the fund. The team suggested we push one last time and then when those funds are exhausted we will determine future programs.

3. 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 COMMUNITY CHARACTER TEAM
 125 5th Avenue W. Hendersonville NC 28792
 Tuesday, April 06, 2021 – 9:00 AM



MINUTES

1. CALL TO ORDER

Present: Caroline Gunther, Matthew Hickman, Patsy DuPre, Linda DiPaola, Chris Cormier, Michele Sparks

2. AGENDA ITEMS

2. Facade Grant Application for Hands On! Children's Museum

Joseph Knight, executive director of Hands On presented the updated application for their project. The update included a breakout of costs for stucco, brick coating, and coping. The grant has received a certificate of appropriateness from the Historic Preservation Commission.

He noted that Hands On has future plans to update signage on the buildings as well as awnings, but those updates cannot happen without these facade updates first. The stucco color will be a few shades darker than the current color.

There was continued conversation regarding the facade grant guidelines and covering delayed maintenance.

Patsy DuPre made a motion to approve this facade grant application. Matthew Hickman seconded. Michele Sparks and Linda DiPaola voted in favor, Caroline Gunther voted no, and Chris Cormier was disconnected from the call at the time of the vote.

3. Facade Grant Application - Underground Baking

Matthew Hickman presented 2 facade grant applications. They are for 2 different facades for his businesses in the 7th Avenue District.

348 7th Avenue E. Facade Grant is for replacement/upgrade of existing storefront including new framing and glass with transom in the craftsman style. Powder coat and wrap awning in black canvas. Total cost: \$6709.00

Patsy Dupre made the motion to approve this facade grant, Caroline seconded. Michele Sparks, Linda DiPaola and Chris Cormier voted in favor. Matthew was recused from the vote.

346 7th Avenue E Facade Grant is for installation of 8 warehouse goosneck light fixtures across the top of the building. Remove powdercoat and wrap awning in black canvas.

Michele Sparks made the motion to approve, Patsy DuPre seconded. Caroline Gunther, Linda DiPaola, Chris Cormier voted in favor. Matthew was recused from the vote.

4. **Proposal for AF Barber Statue at First Citizens Plaza - J. Carpenter**

The AF Barber Statue was presented to the Downtown Advisory Board in March, but was tabled. This was sent to the committee from Mayor Volk to garner feedback.

The Community Character Team discussed the project and statue to give the following feedback:

Would like to see a good vetting process on the background of people who will be made into statues. Given the climate and media surrounding statues, the team feel it is prudent to get transparent public opinion and information regarding any statue project.

The cost and fundraising plan and completion will be critical for a project of this cost and scope and should be thoroughly planned and funds raised before beginning the project.

The ownership and contingencies for insurance as well as maintenance of any public art needs to be included prior to any final approval.

The City would benefit from making sure communities of color have a voice in conversations regarding public art or significant members of the community.

A few additional suggestions were discussed:

Can this be something done in coordination with the People's Museum?

Could there be some consideration of instead of statue depiction of specific people, perhaps a more abstract or artistic approach for public art to have symbols or images that may represent the people (example: a camera for AF Barber, or some type of rendering of one of his photographs).

5. **7th Avenue Branding**

Jamie recapped where we have discussed 7th Avenue Branding. The discussions initiated with the discussion of a gateway sign during the streetscape project. Had discussions with Formation PR to understand pricing. Formation included a ~\$10,000 proposal that would include outreach and public input, and a ~\$3000 proposal that would be more design work without the public input.

Jamie shared a clip from the NC Main Street Conference regarding branding for districts.

The team had a general consensus that the more in depth public outreach and branding would be valuable. Chris Cormier noted that these discussions happened in the past but did not have the interest. The general idea would be that while downtown has an overall brand, 7th and Main are 2 distinct districts and can be marketed that way.

3. **ADJOURNMENT**

Description – Hands On! Children's Museum Repair Proposal

Date: 2/25/2021

Scope of Work:

- Provide all licenses and insurance to complete the project.
- Perform pre-construction meeting to discuss set up, staging area for equipment, loading of the roof, appropriate work hours, safety and production projections.
- Perform a final walk through with a Building Representative

Roof Wall:



Exterior Wall:





Hands On! Children's Museum
318 N Main Street
Hendersonville, NC 28792

Description – Hands On! Children's Museum Repair Proposal

Date: 2/25/2021

Scope of Work – Interior and Exterior Walls:

1. Pressure wash, clean and prepare walls to receive coating per manufacturer's specifications.
2. Seal open cracks in masonry with Sika polyurethane caulking as required.
3. Apply (3) coats of BASF MasterProtect HB 400 Coating (or approved equal) to approximately 1,500 square feet of wall surface.
4. Each coat to be applied at a coverage rate of 75 feet per gallon or thicker.
5. Apply Professional Water Sealant PWS-8 to approximately 600 square feet of exterior exposed brick to seal porous masonry.
6. Provide and install approximately 70 linear feet of new coping (color TBD).

Total Investment: \$14,550.00*

****Sales Tax May Apply***

☐ Accept: _____

☐ Decline: _____

Breakout:

Brick Coating: \$1,855.00

Stucco Coating: \$8,553.00

Coping: \$4,142.00



FACADE GRANT APPLICATION

125 Fifth Ave West, Suite 200 - Hendersonville, NC 28792-4328

Phone (828) 233-3216 - Fax (828) 697-3014

www.hvlnc.gov

HENDERSONVILLE DOWNTOWN ECONOMIC DEVELOPMENT DEPARTMENT

Item A.

The following are required to constitute a complete application:

- 1) This form, including the property owner's signature.
- 2) Sketches, photos, plans, etc. necessary to clearly explain the scope of the project.
- 3) Copies of cost estimates for labor and materials.

Date 01/28/2021

Address of Project Property

318 North Main Street, Hendersonville, NC 28792

Owner Address

Owner Phone # 828-697-8333 x223

318 North Main Street, Hendersonville, NC 28792

Grant Applicant Name (if other than owner)

Joseph Knight, Director Hands On! c/o Rosdon Mall Condo Association

Applicant Address

Applicant Phone #

828-697-8333 x223

318 North Main Street, Hendersonville, NC 28792

Anticipated Project Cost (please attach project estimates)

\$14,550.00

Project Start Date

March

Project Completion Date

TBD (2-3 days)

Details of Proposed Project (please attach project plans)

Hands On! seeks support to fix the failing facade on the front of it's building. Repairs are needed to prevent further water damage to the building's Mosaic and Stucco Facade. Water is currently leaking through the building's masonry, which is causing the stucco to rot away and fall down. The needed repairs will ensure long-term preservation of the Mosaic and the building's stucco facade.

I, the undersigned, understand the Facade Grant must be used in the manner described in this application and the application must be reviewed by the Downtown Economic Development Director and appropriate Advisory Committee prior to the commencement of work. I understand that failure to comply with the approved application may result in the forfeiture of grant funds.

Owner's Signature

Joseph C. Unwin

Applicant's Signature

Joseph C. Unwin

Official Use:

Date Received:

Initials:

Description – Hands On! Children's Museum Repair Proposal

Date: 1/25/2021

Scope of Work:

- Provide all licenses and insurance to complete the project.
- Perform pre-construction meeting to discuss set up, staging area for equipment, loading of the roof, appropriate work hours, safety and production projections.
- Perform a final walk through with a Building Representative

Roof Wall:



Exterior Wall:





Hands On! Children's Museum
318 N Main Street
Hendersonville, NC 28792

Description – Hands On! Children's Museum Repair Proposal

Date: 1/25/2021

Scope of Work – Interior and Exterior Walls:

1. Pressure wash, clean and prepare walls to receive coating per manufacturer's specifications.
2. Seal open cracks in masonry with Sika polyurethane caulking as required.
3. Apply (3) coats of BASF MasterProtect HB 400 Coating (or approved equal) to approximately 1,500 square feet of wall surface.
4. Each coat to be applied at a coverage rate of 75 feet per gallon or thicker.
5. Apply Professional Water Sealant PWS-8 to approximately 600 square feet of exterior exposed brick to seal porous masonry.
6. Provide and install approximately 70 linear feet of new coping (color TBD).

Total Investment: \$14,550.00*

****Sales Tax May Apply***

☐ Accept: _____

☐ Decline: _____

Hands On! Children's Museum Façade Damage
Winter 2021

Item A.









FACADE GRANT APPLICATION

125 Fifth Ave West, Suite 200 - Hendersonville, NC 28792-4328

Phone (828) 233-3216 - Fax (828) 697-3014

www.hvlnc.gov

HENDERSONVILLE DOWNTOWN ECONOMIC DEVELOPMENT DEPARTMENT

Item B.

The following are required to constitute a complete application:

- 1) This form, including the property owner's signature.
- 2) Sketches, photos, plans, etc. necessary to clearly explain the scope of the project.
- 3) Copies of cost estimates for labor and materials.

Date

Address of Project Property

4.01.2021

348 7th Ave E., Hendersonville, NC 28792

Owner Address 2885 Chimney Rock Rd, HVR, NC 28792 Owner Phone # 828.606.2943

Grant Applicant Name (if other than owner) Matthew N. Hickman - Underground Baking Co.

Applicant Address 304 Yon Hill Rd, Hendersonville, NC 28792

Applicant Phone # 828.702.1089

Anticipated Project Cost (please attach project estimates)

\$ 6709⁰⁰

Project Start Date

5.01.2021

Project Completion Date

5.31.2021

Details of Proposed Project (please attach project plans)

Replacement (upgrade existing storefront including new framing and glass with transom internal muntins in the craftsman style - powder coat and wrap awning in black canvas.

I, the undersigned, understand the Facade Grant must be used in the manner described in this application and the application must be reviewed by the Downtown Economic Development Director and appropriate Advisory Committee prior to the commencement of work. I understand that failure to comply with the approved application may result in the forfeiture of grant funds.

Owner's Signature

Jon D Price

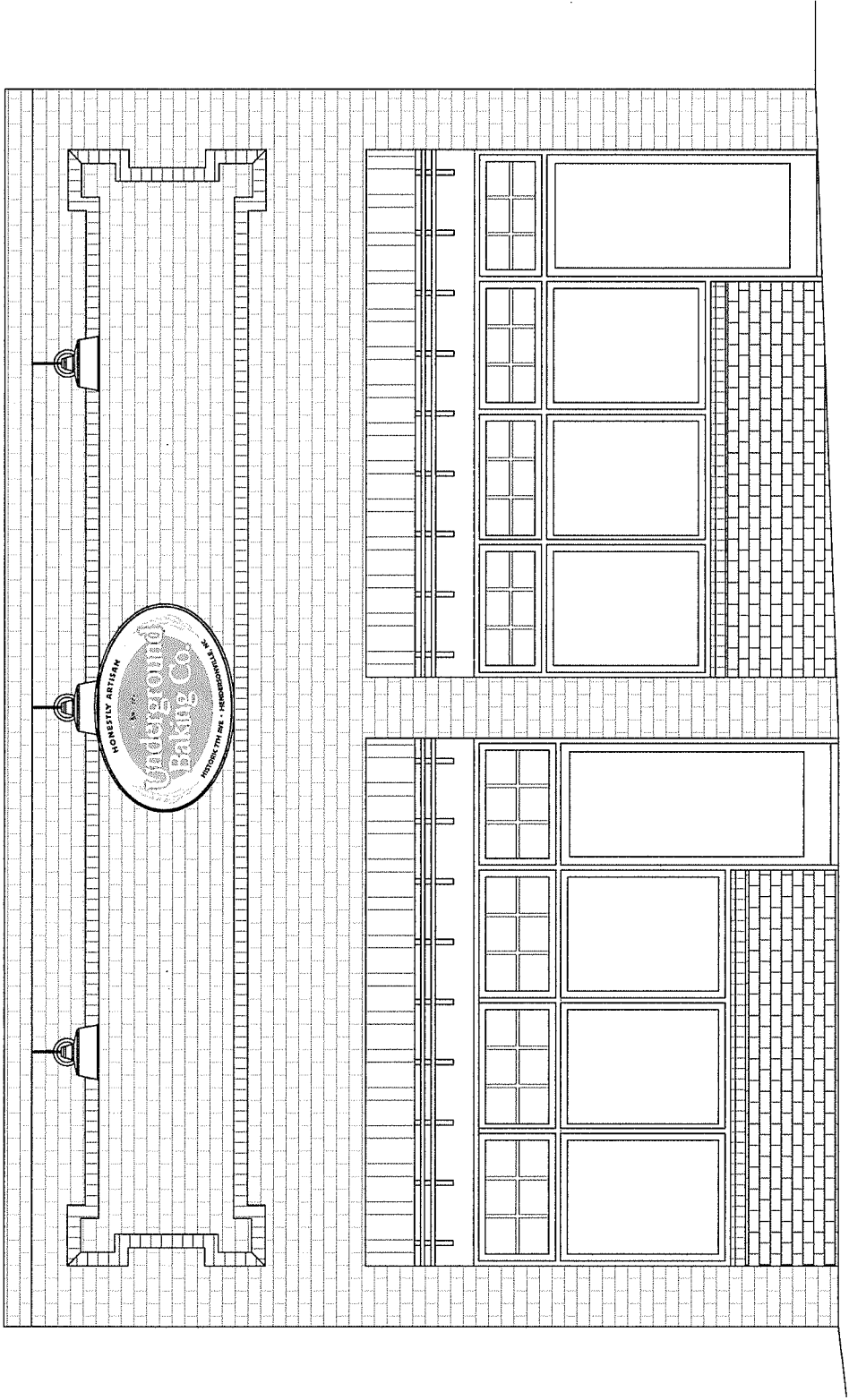
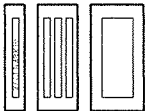
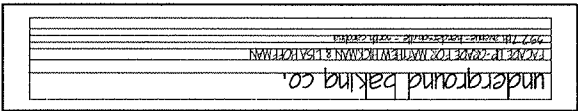
Applicant's Signature

[Signature]

Official Use:

Date Received:

Initials:



FRONT ELEVATION - OPTION 1

SCALE 3/8" = 1'-0"



72A Bradley Branch Road
Arden, North Carolina 28704
Estimator: Julie Zullo
Phone: (828) 681-8083
Fax: (828) 681-8130

Item B.

REVISED PROPOSAL

To: Underground Baking Co
Attn: Matthew
Date: March 31, 2021
Re: Storefront

Miller Glass of N.C., Inc. proposes to furnish and install the following:

STOREFRONT FRAMING:

2" X 4 1/2" Thermally Broken Aluminum Storefront Framing at (1) 13' x 9'4" Exterior Entrance Elevation.

DOOR AND DOOR FRAME:

(1) 3' X 7' Single Narrow Stile Aluminum Storefront Door with Transom Frame.
Hardware to include Standard Surface Mounted Closer, Offset Pivots, Standard Push/Pulls, Mill Finish Threshold and MS Lock with Thumbturn.

FINISH: Dark Bronze Anodized.

GLASS: 1" Insulated Clear with Standard Low E, Tempered where required by code. Internal Muntins between the panes of glass at upper row of glass lites.

TOTAL \$4,640.00

DEMOLITION: ADD \$700.00 to base price to remove and discard of (1) Existing Entrance Elevation.

Excludes: Cleaning and protection of materials in place.
Warranties beyond one year u.n.o.
Anything not listed above.
Accidental Damage to Materials in Place

TOTAL: \$5340.00

**Proposal for new storefront: 348 7th Ave East, Hendersonville Storefront**

1 message

Brittandtilson Glass <btglasslipe@yahoo.com>

Thu, Apr 1, 2021 at 9:54 AM

Reply-To: Brittandtilson Glass <btglasslipe@yahoo.com>

To: Underground Baking Co <info@undergroundbaking.com>

Britt & Tilson Glass Co., Inc. Formal Quote/Proposal

Job Address: Existing Building @ 348 7th Avenue East
Hendersonville, NC

Scope of Work: Remove One (1) existing aluminum storefront and aluminum door.
Install One (1) new thermally broken aluminum storefront 2" x 4-1/2" profile with
One (1) Model 20D narrow Stile aluminum door with 10" height ADA bottom door rail.
Overall width including door is 156"
Color/Finish on all aluminum Standard bronze anodized or White anodized.
All glass will be clear insulated low-e with argon gas. grids/muntins in the top row (Four pieces total).

See our attachment for Submittal Package on door & hardware descriptions & Low-e glass data.

Total Price Furnished & Installed: \$6,300.00

Quote breakdown

Material: \$4,500.00

Labor: \$1,800.00

Total Quote: \$6,300.00

Exclusions: Removal of plywood or siding above the existing storefront frame.
Board up of opening to secure building.
Cleaning and protection our our installed products.
Final cleaning of our installed products. New aluminum break metal or wood trim.
All Permits and License fees. Asbestos abatement or removal.
Shop drawings, Engineering calculations or PE Stamp of shop drawings.
Replacement and Repair of existing wall, ceiling, floor finishes, tile and wood trim.
Painting. Insulation. Electrical wiring. Master keyed cylinders or IC cylinders.
Removal of window blinds, or shading devices. Mock-ups.
After hours or week end work. (Our work hours are 8:00 AM to 4:30PM Monday -Friday).

*Payment Terms: Special Ordered Material Deposit Payment of \$5,040.00 for special ordered material .

Material will be ordered after the \$5,040.00 Special Ordered Material Deposit payment is received.

The remaining balance is to be paid upon completion of our work

Payment can be made with Credit Card over phone or Business Check.

Credit Card will be held on file to pay the remaining \$ balance when our work is completed.*

Current Lead Time on material is 9-11 working days.

From: Ronnie Lipe Title: Project Manager @btglasslipe@yahoo.com

Britt & Tilson Glass Co., Inc.

PO Box 5816

Asheville, NC 28813

Greenville Awning Co.

Mauldin, SC

Office: (864) 288-0063

Fax: (864) 288-3683

www.greenvilleawning.com

Air-Vent Exteriors, Inc. Item B.

1852 Brevard Rd., Arden, NC 28704

Office: (828) 687-0439

Fax: (828) 687-1620

www.airventexteriors.com

Date: 2/17/21

Submitted To UNDERGROUND BAKING
Street 352 7th Avenue East
City HENDERSONVILLE State NC Zip 28791

Home () -
Cell (828) 702 - 1089
Work (828) 674 - 7494

Email: INFO@UNDERGROUND BAKING . CO

We hereby submit specifications and costs for the improvement of Real Property:

Awning Style: ☒ Traditional ☐ Convex ☐ Dome ☐ Patio canopy ☐ Entrance canopy ☐ Concave ☐ Other
☒ New fabric cover for existing awning frame

Frame material: Sturdy metal frame that is completely welded for strength

☒ GatorShield™ coated steel tubing ☒ Extruded aluminum tubing
☒ Mill finish ☒ Prefinished

Awning cover:

☒ 100% acrylic canvas ☐ Heavy-weight vinyl fabric ☐ Flame-retardant canvas ☐ Standing seam metal
☒ Color: # TBD ☐ Valance Style: _____

Aluminum canopies:

☐ 12" flat pan patio roof ☐ Foam-insulated patio roof ☐ Decorative pergola style patio roof ☐ Overhead supported canopy
Roof color: _____ Trim color: _____ Support post color: _____

Screen Walls:

☐ 2" aluminum wall system ☐ Charcoal Fiberglass screening ☐ Wall Framing Color: _____
Wall Design: ☐ Full screening ☐ Integrated Picket Rails ☐ Aluminum kickplate along bottom

NOTES: Install (2) 13' x 3' x 36" Traditional Awning. Remove AND POWDERCOAT BLACK. Install Sunbrella Fabric secure to BUILDING WITH BRICK.

TOTAL = \$ 2738.82

Your Total Investment \$ 2738.82
5% Cash Discount on check \$ 137.94
Sales Tax \$ 137.94
Net Total \$ 2785.82
Deposit \$ 900 Due Upon Completion \$ 1885.82

Payment Type:

☐ Cash or Ck.#
☐ Financing
☐ Credit Card

Note: May be withdrawn if not accepted within 30 days. Lead time is approximately 6 to 8 weeks weather permitting.

I agree to purchase the Products & Scope of work per the outlined specifications, pricing and terms of the entire agreement.

Client's Signature: X
Client's Signature: X
Date of Acceptance: X

Authorized Company Representative Signature:

JOHN DOWNEY

I would like to receive more information about your products, including various specials and promotion by telephone at the above listed number. Please circle YES or NO

Acceptance of Agreement

The above prices, specifications, and conditions (front and back) are satisfactory and are hereby accepted. You are authorized to do the work specified.

All work to be completed in a workman like manner according to specifications submitted per standard practice. The manufacturer of the products installed provides certain warranty protection for the buyer. Air-Vent Exteriors, Inc. will provide the warranty information and forms supplied by the manufacturer. Air-Vent Exteriors, Inc. makes no express warranties and no warranties of merchantability or fitness for a particular purpose with regard to the products installed. In no event shall Air-Vent Exteriors, Inc. be liable for special or consequential damages. If this agree solicited at your residence or at a place other than the place of business of the seller and you do not want the goods or services, you, the buyer, may cancel this transaction by sending a notice seller at any time prior to midnight of the third business day after you sign this transaction. The notice must be mailed to: Air-Vent Exteriors, Inc., 1852 Brevard Rd. Arden, NC 28704





FACADE GRANT APPLICATION

125 Fifth Ave West, Suite 200 - Hendersonville, NC 28792-4328

Phone (828) 233-3216 - Fax (828) 697-3014

www.hvlnc.gov

HENDERSONVILLE DOWNTOWN ECONOMIC DEVELOPMENT DEPARTMENT

Item B.

The following are required to constitute a complete application:

- 1) This form, including the property owner's signature.
- 2) Sketches, photos, plans, etc. necessary to clearly explain the scope of the project.
- 3) Copies of cost estimates for labor and materials.

Date

Address of Project Property

4.01.2021

346 7th Ave E., Hendersonville, NC 28792

Owner Address

2885 Chimney Rock Rd, HVL, NC 28792

Owner Phone #

828.606.2943

Grant Applicant Name (if other than owner)

Matthew N. Hickman - Underground Baking Co.

Applicant Address

304 Yon Hill Rd, Hendersonville, NC 28792

Applicant Phone #

828.702.1089

Anticipated Project Cost (please attach project estimates)

\$5912.11

Project Start Date

5.01.2021

Project Completion Date

5.31.2021

Details of Proposed Project (please attach project plans)

Installation of 8 Warehouse Goose-neck Light Fixtures across top of building. Remove powdercoat, and wrap awning in black canvas.

I, the undersigned, understand the Facade Grant must be used in the manner described in this application and the application must be reviewed by the Downtown Economic Development Director and appropriate Advisory Committee prior to the commencement of work. I understand that failure to comply with the approved application may result in the forfeiture of grant funds.

Owner's Signature

Jon D. Price

Applicant's Signature

[Signature]

Official Use:

Date Received:

Initials:

For today use WIZELIGHT discount for added savings!

Order summary

Product image	Shopping cart Description	Quantity	Price
	Filament A19 LED 10 watt Bulb, 120V	8	\$105.76
	Quick Ship 14" Shade Hi-Lite Gooseneck, Warehouse Collection, H-QSN15114 Series (Black, White, Galvanized, Oil Rubbed Bronze Finishes)Black (+\$85.90) / 16 Inch (QSNB-42)(+\$51.90) / None	8	\$1,102.40

Discount

Discount code

ApplyApply Discount Code

SPRINGRemove discount

Cost summary

Description	Price
Subtotal	\$1,208.16
Discount SPRING - \$120.81	\$120.81 off total order price
Shipping	\$124.00
Taxes	\$81.76

Total USD **\$1,293.11**

Estim Item B.

Date	Estimate No.	Project
03/09/21	2127	

27

Greenville Awning Co.

Mauldin, SC

Office: (864) 288-0063

Fax: (864) 288-3683

www.greenvilleawning.com

Air-Vent Exteriors, Inc

Item B.

1852 Brevard Rd., Arden, NC 28704

Office: (828) 687-0439

Fax: (828) 687-1620

www.airventexteriors.com

Date: 2/17/21

Submitted To UNDERGROUND BAKING
Street 352 7th Avenue East
City HENDERSONVILLE State NC Zip 28791

Home () -
Cell (828) 702 - 1089
Work (828) 674 - 7494

Email: INFO@UNDERGROUND BAKING . CO

We hereby submit specifications and costs for the improvement of Real Property:

Awning Style:

- ☒ Traditional ☐ Convex ☐ Dome ☐ Patio canopy ☐ Entrance canopy ☐ Concave ☐ Other
☒ New fabric cover for existing awning frame

Frame material:

Sturdy metal frame that is completely welded for strength

- ☒ GatorShield™ coated steel tubing ☒ Extruded aluminum tubing
☒ Mill finish ☒ Prefinished

Awning cover:

- ☒ 100% acrylic canvas ☐ Heavy-weight vinyl fabric ☐ Flame-retardant canvas ☐ Standing seam metal
☒ Color: # TBD ☐ Valance Style: _____

Aluminum canopies:

- ☐ 12" flat pan patio roof ☐ Foam-insulated patio roof ☐ Decorative pergola style patio roof ☐ Overhead supported canopy

Roof color: _____ Trim color: _____ Support post color: _____

Screen Walls:

- ☐ 2" aluminum wall system ☐ Charcoal Fiberglass screening ☐ Wall Framing Color: _____

Wall Design: ☐ Full screening ☐ Integrated Picket Rails ☐ Aluminum kickplate along bottom

NOTES: Install (2) 13' x 3' x 36" Traditional Awning. Remove AND POWDERCOAT BLACK. Install Sunbrella Fabric secure to BUILDING WITH BRICK.

TOTAL = \$ 2738.82

Your Total Investment \$ 2738.82
5% Cash Discount on check \$ 137.94
Sales Tax \$ 137.94
Net Total \$ 2785.82
Deposit \$ 900 Due Upon Completion \$ 1885.82

Payment Type:

- ☐ Cash or Ck.#
☐ Financing
☐ Credit Card

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I agree to purchase the Products & Scope of work per the outlined specifications, pricing and terms of the entire agreement.

Client's Signature: X
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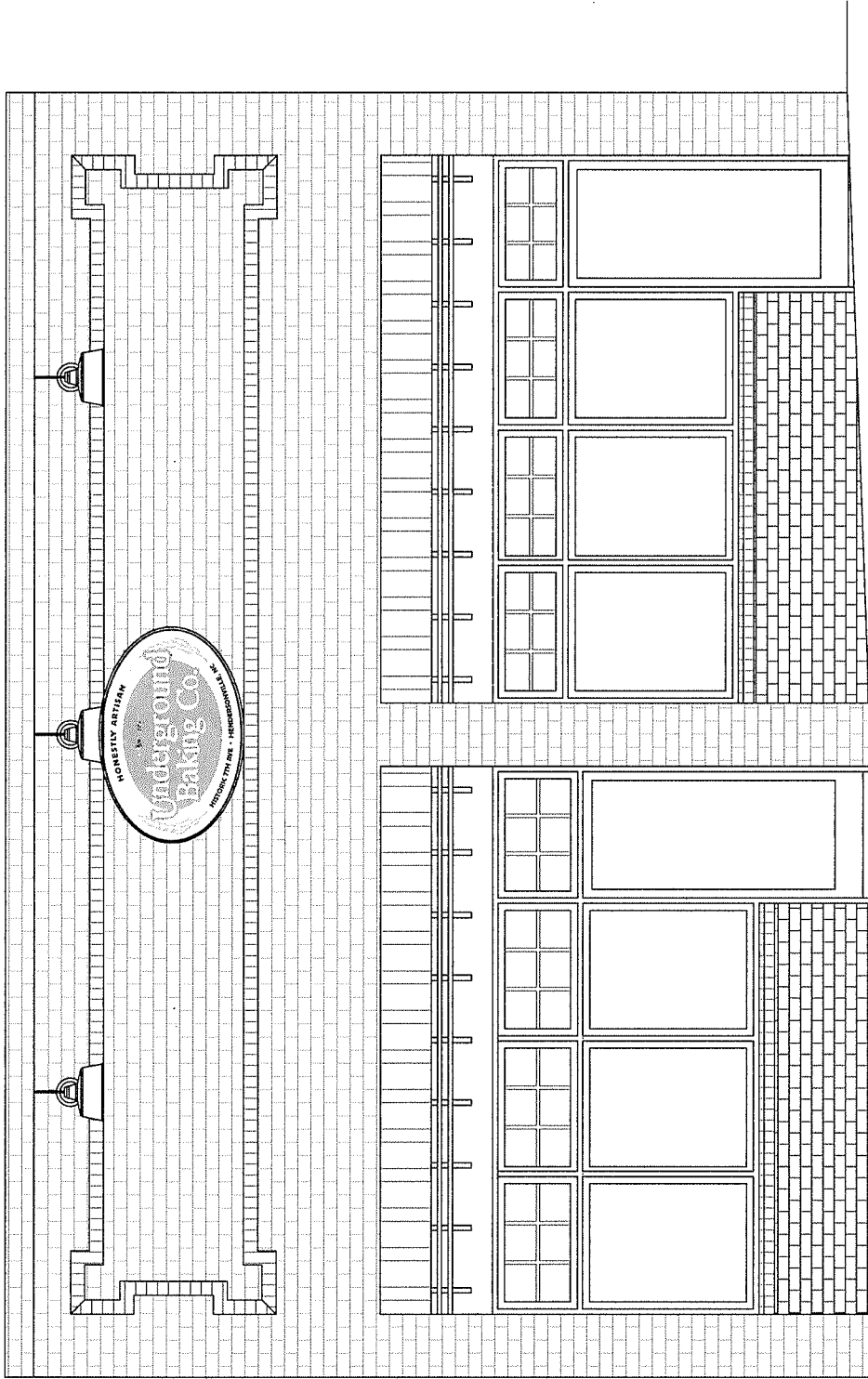
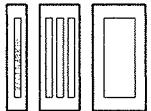
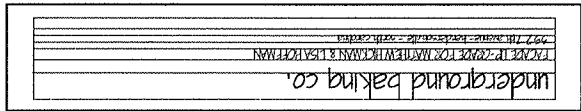
Acceptance of Agreement

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SCALE 3/8" = 1'-0"

FRONT ELEVATION - OPTION 1

RFP: Branding of 7th Avenue District

The City of Hendersonville Community Development Department desires to establish a new logo to be utilized in marketing and building a stronger awareness of the unique qualities of the 7th Avenue District. The department is seeking a qualified design firm that can utilize a collaborative process with integrated community engagement that identifies a brand for the 7th avenue district within the context of existing downtown branding.

District Background

The 7th Avenue District is a historic hub of commerce in Hendersonville, serving as a primary gateway into the city during the late 1800's and early 1900's. The district was built around the train with the historic depot (1879) being the center of activity. The loss of passenger rail service, changing retail trends and road projects led to less prominent role in the local economy beginning the 60's. These changes precipitated a lack of investment in the district and the associated deterioration of many of the commercial properties around the depot.

In 1998, the Historic Seventh Avenue District established a municipal service district to generate investment into the district as an independent nonprofit. In 2015/2016 the non-profit and associated Board became a component of the Downtown Economic Development department within the City. While the district has a more industrial setting than Main Street, the non-profit had done much to support a variety of businesses and several unique but underused properties.

In more recent years, infrastructure and event improvements have been made in the district. Maple Street was renovated in 2018 with the Hendersonville Farmers Market opening in 2020 along that enhanced corridor. With the intention of generating traffic and awareness of the district in addition to offering fresh produce, the market has been a tremendous success and valuable brand component for the district. Beginning in late 2021, a \$1.3 million streetscape project will begin, while the police department will relocate to a brand-new facility immediately adjacent to the district.

Running parallel to this public sector driven improvement, the private sector has also been busy, with several properties changing hands and new businesses being generated, all of which has added to energy in the district and the draw of the district for visitors and residents alike. This including 3 breweries, Underground Bakery and White Duck Taco Shop, among others.



Current Overall materials: Different variations of the “H” logo are used for downtown and city wide branding. We are not seeking to replace the “H” Logo, and foresee that being used as a way to connect both districts by brand. The “H” logo is used on city furniture, tree grates, etc.



Past 7th Avenue Logo: This logo



Project Overview

Efforts have been made to brand the overall Downtown as being inclusive of both the Main Street and Seventh Avenue Districts. The ideal branding would elevate the distinct features of Seventh Avenue as a niche while still being a part of the overall downtown district. The final deliverables would include a branding position for the district that fits within the downtown context, including a logo that can be adapted into a variety of media. The branding would also help to inform gateway signage that will be incorporated into the scope of work for the streetscape improvements.

Goals of the project:

1. **District and Community Input:** Department staff can assist with development of digital (survey) and facilitating focus groups or public input to gain buy in for the district’s brand. This input may also be used as a primer for additional community discussions and master planning processes.
2. **Brand Position and Naming:** The district currently is referred to as a few combinations of names (Historic 7th Avenue District, 7th Avenue Historic District, 7th Avenue Depot District, Historic 7th Avenue Depot District, and a combination of using the numerical 7 and spelled “seventh”). The final project should result in a determined name for the district.



- 3. District Logo:** A district logo that is complementary to the Downtown “H” and which can be used for a variety of functions, including signage and marketing collateral.

Scope of Work:

Develop a brand theme and logo for the Seventh Avenue District in Hendersonville, NC

The scope of the project will extend from concept to completion and shall include:

- An outline for public input that includes price breakout and areas department staff will be needed for support or facilitation.
- A simple brand story or theme outline that includes a brief summary for how that brand was developed by a public input process, and any additional recommendations.
- A logo design that can be adapted for multiple formats, including:
 - Full color version on black, white and transparent background
 - Single color version on black, white and transparent background
 - Grayscale version on black, white and transparent background
 - Horizontal and vertical layout (if necessary)
 - High resolution vector logo that can be scalable and includes layered images of the final approved logo, as well as flattened images in .jpeg, .png and pdf formats.
- Consultation on style for gateway signage that will be installed as a part of the streetscape improvement that fits within the context of the brand story.

Target Deliverable Schedule:

Questions may be emailed to Jamie Carpenter, Downtown Manager at jcarpenter@hvlnc.gov until May 14 2021. All questions will be answered by the end of day May 18, 2021.

Proposals are due in electronic format to jcarpenter@hvlnc.gov by 5pm on May 21, 2021. Proposals will be reviewed by the downtown Community Character Team and Staff on June 8 and final proposals will be voted on by the Downtown Advisory Board June 8, 2021.

Public input should take place between July and September 2021, with a draft due to Downtown Program Staff in September with a **final project completed by October 8.**

If the timeline needs to be adjusted, please include those adjusted dates in your proposal.



Budget Constraints:

Target budget for this project is between \$5,000 and \$15,000. Please include cost breakout in the proposal, with options that may be reduced by support from downtown program staff (ie. Coordinating or facilitating meetings, survey design and distribution, etc).

Revisions: Please include in your proposal a process and cost outlay for revisions and feedback.

Evaluation Metrics:

The Downtown Advisory Board will evaluate bidders and proposals reviewed by staff and the Community Character Team based on the following review criteria:

Skills/Creativity: Please demonstrate through the submission of portfolio samples, including assignment and/or speculative projects that demonstrate technical and creative execution, particularly for similar projects. You should be able to document/demonstrate the full scope of the various services your firm provides.

Resources/capability: Please demonstrate through a brochure or other document your business experience, staff, skills and expertise, projects of note, project management, methodology, ability to meet milestones.

Pricing Structure/Rate: Please provide a comprehensive pricing and/or rate sheet for all potential services you may provide under this RFP agreement and any additional services that could be offered.

Additional consideration may be given for future projects to firms that offer robust downtown master planning services.

CONTACT:

For questions, please contact Jamie Carpenter, Downtown Manager

jcarpenter@hvlnc.gov

828-233-9144

