



## DC AND FRANCES LINN PARK COMMITTEE

Monday, July 28, 2025 at 6:00 PM

Landis Board Room

### MINUTES

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PLEASE SILENCE ALL CELL PHONES

#### 1. INTRODUCTION:

##### 1.1 Call Meeting to Order

Madam Chair Michelle Gray called the meeting to order at 6:01 PM.

##### 1.2 Determination of Quorum

**Members Present:** Madam Chair Michell Grey, Member John Hall, Member Randall Peterman, Member Jessica St. Martin, Member Dannon Webster, Member Katie Sells at 6:02 PM, Member David Sells at 6:02 PM, Member Tony Corriher, Member Meredith Smith.

**Members Absent:** Member Leanne Freeze

**Staff Present:** Town Manager Michael Ambrose, Deputy Clerk Angie Sands

**Others Present:** Mr. Bill Burgin

##### 1.3 Pledge of Allegiance

Madam Chair Michelle Gray led those in Attendance to the Pledge of Allegiance.

##### 1.4 Recognitions and Acknowledgements

##### 1.5 Adoption of Agenda

**A MOTION WAS MADE BY JOHN HALL, SECONDED BY JESSICA ST. MARTIN TO APPROVE THE AGENDA AS PRESENTED. MOTION PASSED BY UNANIMOUS VOTE (7-0).**

#### 2. APPROVAL OF MINUTES FOR MEETING(S):

##### 2.1 Consider Approval of June 23, 2025, Meeting Minutes

**A MOTION WAS MADE BY KATIE SELLS, SECONDED BY JOHN HALL TO APPROVE THE MEETING MINUTES. MOTION PASSED BY UNANIMOUS VOTE (7-0).**

### **3. NEW BUSINESS:**

#### **3.1 Consider Discussion of Lighting Package**

Town Manager Michael Ambrose gave a brief overview of the lighting package. We are receiving information on the lighting package and that will take a little bit of time to move forward due to personal with the company we use. Once we get more information it will be brought to the committee.

#### **3.2 Consider Discussion of Fencing**

Mr. Burgin gave a brief overview of the types of fencing for the park.

The committee members discussed between themselves the location of the fencing, and if you could have a gate instead of a bollard at the Chapel Street entrance.

**A MOTION WAS MADE TO GET A QUOTE FOR OPTION (A) FENCE WITH NO FINIALS, 4 ½ FT TALL, WITH AND WITHOUT CONCRETE UNDER THE FENCING, BY KATIE SELLS, SECONDED BY RANDALL PETERMAN. MOTION PASSED BY UNANIMOUS VOTE (7-0).**

#### **3.3 Consider of Discussion of What's Next - Sidewalks/Grading**

Mr. Burgin did not have anything to discuss with sidewalks or grading at this point. He did say that they were trying to do as little grading as possible, and he wanted to save the trees. He's hoping that the only place that would need grading would be at the children's area, and by the stage.

Mr. Burgin did ask if the concession area would be serving food. He needed to know for sink purposes. The committee replied with only prepackaged food will be sold and it was more of an information area. Town Manager Ambrose stated that we have our next steps there, and we can move forward with civil and we will work with staff to try to identify any other water spots and things we need.

### **4. OLD BUSINESS:**

**A MOTION WAS MADE TO MOVE ITEM 4.3 TO 4.1 BY KATIE SELLS, SECONDED BY JOHN HALL. MOTION PASSED BY UNANIMOUS VOTE (7-0).**

#### **4.1 Consider Discussion of Moving the Old Fire Exhibit from Public Works to DC and Frances Linn Park**

Town Manager Ambrose gave a brief update stating that the Board of Aldermen voted on this at the July 14, 2025, meeting to move the fire exhibit from the Public Works facility to the new DCFL Park. Currently it is on a concrete slab. The only discussion was that the old Station 1 building would be moved.

#### **4.2 Consider Discussion of Building Brick Foundations**

Member Jessica St. Martin gave an update from Piedmont Footings, that once we are ready to pull the trigger, they need about a two (2) week notice before starting the project and it will take about a week and a half to two (2) weeks to complete. So far, he only has information about the two (2) buildings that we are moving. The quotes that he gave us was for standard construction style brick. He will be sending me some pictures with brick options for the committee to look over.

Town Manager Ambrose stated that the other hang up is the civil plans. We are waiting on those final grade plans, the full plan with the park. As soon as we have that we will be able to move forward with that. There is only two (2) buildings that will have foundations with brick. The Train Depot will stay stone unless this committee or the governing board decides to make that an option.

Madam Chair Michelle Grey asked if everyone thought that since Mr. Taylor gave the committee bricks for the brick fundraiser, can we consider him for where we get the brick from.

Member Katie Sells stated that we should just keep it simple and use the same brick.

**A MOTION WAS MADE BY KATIE SELLS, SECONDED BY JOHN HALL TO REMOVE THE ROCK FROM THE DEPOT BUILDING FOUNDATION, AND REPLACE IT WITH RED BRICK FOUNDATION. MOTION PASSED BY UNANIMOUS VOTE (7-0).**

**A MOTION WAS MADE BY KATIE SELLS, SECONDED BY JOHN HALL TO USE THE RED BRICK FOR THE FOUNDATIONS FOR THE DOCTORS OFFICE/POST OFFICE, AND JAIL, ALSO FOR THE FOUNDATION AND FRONT OF THE BATHROOMS. MOTION PASSED BY UNANIMOUS VOTE (7-0).**

**4.3 Consider Discussion of Updates from DC & Frances Linn Park Foundation**

Director Ryan Nelms gave an update on the Foundation. That information can be found in the agenda packet.

**4.4 Consider Discussion of Updates from Ramsay, Burgin, Smith Architecture Inc**

Mr. Burgin had no other items to discuss.

**5. UPCOMING EVENTS:**

**6. CLOSING:**

**6.1 Motion to Adjourn**

**A MOTION WAS MADE BY KATIE SELLS, SECONDED BY JOHN HALL TO ADJOURN AT 7:21 PM. MOTION PASSED BY UNANIMOUS VOTE (7-0).**

**Respectfully Submitted,**

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**Angie Sands, Deputy Clerk**