

SMITHFIELD APPEARANCE COMMISSION MINUTES

August 15, 2006

Members Present

Kay Long, Co-Chairperson
Ann Ragland, Co-Chairperson
Wallace Ashley, Jr.
Candace Jackson
Bettie Robinson
Joe Morgan
Harold Tharrington
Regina Sanders
Phillip Starr

Members Absent

Staff Present

Mike McKinney, Code Enforcement Officer
Latanya Merritt

I. Call to Order

Co-Chairman Long called the meeting to order at 6:07 p.m. on Tuesday, August 15, 2006 in the Council Chambers at Town Hall.

Invocation

Mr. Ashley gave the invocation.

Introduction of New Member, Latanya Merritt

Mr. McKinney introduced Latanya Merritt to the Commission member's. Ms. Merritt will be taking the minutes for our meetings. Member of the Commission introduced themselves to Ms. Merritt.

II. Approval of Agenda

On motion of Mr. Tharrington, seconded by Mr. Ashley and duly carried, the agenda was approved.

III. Approval of Meeting Minutes, July 18, 2006

On motion of Mrs. Ragland, seconded by Ms. Jackson and duly carried, the minutes were approved.

IV. Financial Report

Mr. McKinney presented the monthly report from Finance Director Mark Stephens. The budget is \$8,500.

Co-Chairman Long stated that she spoke with Mark Stephens and he mentioned the operation account to Pete Connet. She stated that we wrote a letter requesting \$4,125 be usable funds and that last month's agenda budget was off.

V. Old Business

C0-Chairman Long asked for old business.

The Brogden Road Entryway Draft Plan was presented to the Commission by the Brogden Road Entryway Committee. The Commission members were requested to review the draft plan and place adoption of the plan on the September 19 Appearance Commission agenda.

1). Brogden Road Entryway:

Mr. Morgan presented a drafted plan as of 8-15-2006 of the Brogden Road Entryway Plan. The drafted plan listed the following items:

- **Gateway Landscaping by George Fund**
The George fund has awarded \$1,000 to upgrade and landscape the corner of Brightleaf Boulevard and Brogden Road. Crepe Myrtles and Loropetalum will replace the current Cannalily bed.
- **NCDOT Crepe Myrtle Planting Pine Grove Maintenance & Fence Cleaning at I-95 Exit**
Weeds, vines, and vegetation will be removed from the I-95, Exit 93 boundary fence and replaced with Crepe Myrtle trees.
- **Add Shoulder to Town Mowing Schedule**
Marty Anderson is seeking a quote for mowing the banks and shoulders of the I-95 overpass and along the south side of Brogden Road between I-95 and the railroad crossing.
- **New Welcome Sign**
A new welcoming sign has been recommended at the corner of Smithfield Housing Authority and Martin Luther King Jr. Boulevard. Authorization to obtain the proposals for sign design is requested.
- **Billboard Enhancement**
The existing sign needs to be brought in compliance with the Town and NCDOT requirements or needs to be removed.

- **Street Corner Plantings**
Area landscaping on Brogden Road corners may be possible where the entire street yard along the property frontage is not feasible to improve at this time.

- **Vacant Structures Removal**
Vacant residential or commercial properties are not possible for reuse.

- **Curb and Gutter Installation**
Would like to see curb and gutter from the Railroad to the I-95 exit.

On motion of Mr. Morgan, seconded by Ms. Jackson and duly carried, the Commission approved an amendment to the 2006-07 Commission budget to allow acceptance of the \$2,500 Creating Place Grant award from the North Carolina Council on Arts.

Mr. Morgan stated that Ms. Laura Coats is a consultant for the Creating Place Grant and her fees are \$5,000.

On motion of Mr. Morgan, seconded by Mrs. Sanders and duly carried, the Commission approved engagement of Consultant Laura Coats for services required to complete the public art visioning process funded by the Creating Place Grant. Ms. Coats engagement was approved at a cost of \$5,000, with the work to be completed by May 31, 2007.

Co-Chairman Long met with Co-Chairman Ragland to discuss the Recognition Celebration event. The event will occur on October 18, 2006 from 12:00 – 1:30 p.m. in the garden at Town Hall. The event will have past and present Appearance Commission members, the newspaper, department heads, Mayor and Council members present for the celebration. Chairman Long stated that it would be nice to have speakers, and scrapbooks listing information from the start of the Appearance Commission to present.

Co-Chairman Long spoke with Mr. Pete Connet and was told that there was no money budgeted specifically for this event. She stated that maybe we could get someone to volunteer to play music (guitar) and members to possibly bring appetizers for the event.

Mr. McKinney stated the members needed to work on compiling names, address and phone numbers of people that are to be invited to the celebration. Mr. McKinney also stated Latanya and I will have a draft of the invitation by the September meeting. He also stated that he would talk with Pete Connet about budget money for the event.

A Community Forum concerning creating place grant meeting will be held on October 17, 2006 at 7:00 p.m. after the Appearance Commission 6:00 p.m. meeting. An alternative date for the Community Forum will be October 26, 2006.

VI. New Business

The email address listed on the Town's web page for Phillip Starr was incorrect. The correct address is pstarr1@nc.rr.com.

VII. Adjournment

The August meeting of the Smithfield Appearance Commission was adjourned. The next monthly meeting of this Commission will be held on Tuesday, September 19, 2006 at 6:00 PM at the Town Hall Conference Room.

