

SMITHFIELD APPEARANCE COMMISSION MINUTES

October 17, 2006

Members Present

Ann Ragland, Co-Chairperson
Wallace Ashley, Jr.
Candace Jackson
Joe Morgan
Regina Sanders

Members Absent

Kay Long
Bettie Robinson
Harold Tharrington
Phillip Starr

Staff Present

Mike McKinney, Code Enforcement Officer
Latanya Merritt

I. Call to Order

Co-Chairperson Ragland called the meeting to order.

Invocation

Mr. Ashley, Jr. gave the invocation.

II. Approval of Agenda

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

III. Approval of Meeting Minutes, July 18, 2006

On motion of Mr. Morgan and seconded by Mr. Ashley and duly carried, the minutes were approved.

IV. Financial Report

Mr. McKinney presented the JB George Fund financial report:

❖ Interest Paid to Date	\$ 37.52
❖ Account Balance	\$ 90,958.00
❖ Expenditures Expense	\$ 1,700.00
❖ Expenditures Balance	\$ 3,300.00

V. Old Business

1). Brogden Road Entryway Improvement Cost Estimates

Mr. Morgan got a quote on the cost of mowing the south side of I-95 entryway. The entryway mowing will need to be done twice a month at the cost of \$100.00 per service. The cost will come out of the Commission's budget until it can be allotted in the Town's Budget.

2). NCDOT Assistance at Brogden Road

Mr. Morgan stated that he spoke with Mr. Branch and a representative from NCDOT about planting crepe myrtles at the corner of Brogden Road, and Brightleaf Blvd.

3). Creating Place Grant Update

The Appearance Commission will meet at 6:00 p.m. November 16, 2006 before the Creating Place Grant Update meeting.

The update meeting for the Creating Place Grant will be held at the Ava Gardner Museum or the Public Library, it will be announced.

Mr. Morgan encouraged the members to complete the survey that Laura Coats emailed to the Commission.

4). Recognition Celebration Update

The date for the Celebration was changed from October 18, to October 25, 2006. The date change was put in the Smithfield Herald to inform the public.

5). Empty Carpet Store Update

Mike contacted the property owner. The property owner promised he would cover the windows and mow the lawn.

VI. New Business

1). SUP-06-12, Eduardo Garcia

On motion of Mr. Morgan and seconded by Ms. Jackson and duly carried, the Commission accepted the request of the Planning Staff recommendations.

- 2). **SUP-06-14, Johnston County**
On motion of Mr. Morgan and seconded by Mrs. Sanders and duly carried, the Commission accepted the request of the Planning Staff recommendations.

- 3). **SUP-06-15, Greenwood Development Company**
On motion of Mr. Ashley and seconded by Mrs. Sanders and duly carried, the Commission accepted the request of the Planning Staff recommendations.

Chairperson Ragland stated that she would like to see better lighting at Christmas time in the downtown area next year. Now that we have lamp poles we need to come up with some type of Christmas decoration that can be placed on the new lamp poles.

Chairperson Ragland asked the Commission members to bring ideas, along with vendors and prices to the next meeting. The Commission will need to meet with Lenny by the first of December with the proposal.

Mr. Morgan asked the Commission if they were going to sponsor a tree in the Festival of Trees this year? He stated that he would submit prices and information at the next meeting.

VII. Adjournment

The September meeting of the Smithfield Appearance Commission was adjourned. The next monthly meeting of this Commission will be held on Thursday, November 16, 2006 at 6:00 p.m.

Planning Team Minutes - September 25, 2006

1. Welcome

The meeting was held at 5:00 p.m. on Monday, September 25 at the Smithfield Town Hall. Town of Smithfield Appearance Commission Corresponding Secretary Joe Morgan welcomed those attending, whose names are listed in the table at the end of these minutes. He advised the public art visioning effort to be undertaken in 2006-07 is being funded by a \$2,500 matching grant from the Creating Place Program of the North Carolina Arts Council. The Town of Smithfield was one of four North Carolina communities awarded Creating Place funding for 2006-07.

2. Introductions and Expectations

All those attending commented on their involvement and interest in the physical appearance of Smithfield, its streetscapes and public places. Jeff York, Director of Public Art and Community Design with the North Carolina Arts Council, commended the team for its efforts to improve the Smithfield Public Art venues, noting that Public Art is foremost a method to enhance the economic viability of local communities.

3. Overview of Public Art Visioning Process

Laura Coats, the public arts professional consultant, engaged with the Creating Place Grant, presented the overview. Ms. Coats noted: The initial meeting with the Planning Team is being held to define expectations for the Public Art Visioning Process and activate the community brainstorming process; The steps in the Visioning Process, include:

Both the consultant and team members getting to know Smithfield better through:

- Committee and Community Input
- Committee Surveys; and
- Independent Research;

Identification of model public art projects and/or programs;

Creating a collaborative planning process; and

Using a meeting structure that involves feedback / sharing, encourages inspiration and provides details on the nuts and bolts of fostering public art.

Ms. Coats explained that the key opportunity for community input would be at a community forum. The Planning Team tentatively agreed to hold the forum on Thursday, November 16 in conjunction with the Downtown Smithfield Development

Corporation, Walk for the Arts. The forum is expected to start mid-afternoon and extend into the early evening. During the afternoon, citizens will have an opportunity to view public art examples as well as images of Smithfield and its neighborhoods. The evening time will feature a slide presentation, small group breakout activities and group sharing and feedback.

Ms. Coats also presented a slide show of varied examples of public art from many other communities.

4. Introduction of Survey Exercise

Ms. Coats distributed a survey form to draw input from Planning Team members and other interested citizens. She requested the surveys be completed and returned to her before the October 23 Planning Team meeting. The text of the survey is shown at the end of these minutes.

5. Volunteer Team Opportunities

Ms. Coats explained that during the November 16 Community Forum Planning Team members and other volunteers will have opportunities for providing greeters, refreshments and docents / floaters for explaining the visioning process. Team members are also invited to help with publicity for the forum, with creating and displaying the visuals to be used at the forum; and with serving as or recruiting small group facilitators, scribes and sketchers. There will also be a need for a trivia team to elicit stories unique to Smithfield's heritage.

6. Calendar

Ms. Coats listed the following upcoming meetings:

- Planning Team Meeting Two: Monday, October 23rd, 4:00 p.m. at Town Hall
- Community Forum: Thursday, November 16th
- Planning Team Meeting Three: Monday, December 11th, 4:00 p.m. at Town Hall

7. Open Forum

Next in the meeting was an opportunity for guests and members to address the planning committee with any input comments and

suggestions desired. Such an open input time for any citizen will be included in each meeting of the Planning Team.

8. Adjourn

The Planning Team meeting was adjourned at 6:00 p.m.

Submitted by: Joseph N. (Joe) Morgan, Corresponding Secretary,
Town of Smithfield Appearance Commission

TOWN OF SMITHFIELD APPEARANCE COMMISSION / JOHNSTON COUNTY ARTS COUNCIL

Public Art and Community Design: Community Public Art and Development

Planning Team Membership and Meeting Attendance

<u>Stakeholder Organization</u>	<u>Representative</u>	<u>Attending on 9/25/06</u>
Smithfield Town Council and Management	Councilman Clayton Narron and City Manager Pete Connet	Yes
Smithfield Planning Department	Director Paul Emblar	Yes
Smithfield Recreation Department	Director Tim Johnson	Unable to attend
Downtown Smithfield Development Corporation	Executive Director Chris Johnson	Unable to attend due to meeting in Washington, DC with congressional representatives, but is asking Angela Lawson to represent DSDC
Greater Smithfield / Selma Chamber of Commerce	Rick Childrey, Chamber President will identify a representative	Unable to attend due to meeting in Washington, DC with congressional representatives
Ava Gardner Museum	Executive Director Angela Lawson	Yes

<u>Stakeholder Organization</u>	<u>Representative</u>	<u>Attending on 9/25/06</u>
Johnston County Arts Council	Vice President, Susan Lassiter	Yes
Johnston County Community College Art Faculty	Department Head John Byrd	Yes
Artist Frank Creech	Frank Creech	Yes
Town of Smithfield Appearance Commission	Co-Chair Kay Long, Members Harold Tharrington, Betty Robinson and Joe Morgan	Yes
Public Art Consultant	Laura Coats	Yes
NC Arts Council	Jeffrey York	Yes

Smithfield in Context

Please take a moment to share your observations and insights about Smithfield and the surrounding region. Once you have completed the survey, please e-mail it to Laura Coats at birdson8@yahoo.com or mail it to:

**Laura Coats
1025 West Shore Court
Morrisville, NC 27560**

- 1. What is your connection to Smithfield (home, work, birthplace, etc.)?**

- 2. How would you describe Smithfield to a person who had never been here?**

- 3. What is unique to Smithfield?**

- 4. In your opinion, what are the greatest strengths of Smithfield?**

- 5. What challenges does Smithfield face as a community?**

6. If you were to wake up one day in the middle of Smithfield, what visual references would you look for to know that you were here?

7. Please share additional comments, stories, histories, and anecdotes about Smithfield.

Completed by: _____

Thank you for sharing your thoughts and experiences.