

SMITHFIELD APPEARANCE COMMISSION MINUTES

April 17, 2007

Members Present

Candace Jackson, Co-Chairperson
Kay Long
Joe Morgan
Ann Ragland
Bettie Robinson
Regina Sanders

Members Absent

Wallace Ashley, Chairperson
Phillip Starr
Harold Tharrington

Staff Present

Mike McKinney, Code Enforcement Officer
Latanya Merritt

I. Call to Order

Co-Chairperson Jackson called the meeting to order at 6:00 p.m. on Tuesday, April 17, 2007 in the conference room of Town Hall.

Invocation

Ms. Robinson gave the invocation.

II. Approval of Agenda

On motion of Mrs. Long and seconded by Mrs. Ragland and duly carried, the agenda was approved after listing Enhancement Fund as a New Business item.

III. Approval of Meeting Minutes February 20, 2007

On motion of Mrs. Long and seconded by Mrs. Ragland and duly carried, the minutes were approved as amended.

IV. Financial Report

1). Appearance Commission Budget

Mr. McKinney gave the financial report as follow:

- Interest Paid to Date \$2,294.61
- Expenditure Balance \$4,614.72
- Account Balance \$3,785.28

V. Old Business

1). Status of Sidewalk Study By NCDOT

Mr. McKinney presented the Commission with a copy of an email received from Pete Connet. The email states that NCDOT would be sending out letters to the Town about Division 4 enhancement money being available. The funds are available for sidewalk projects and beautification projects.

Upon discussion of the Sidewalk Study by NCDOT, Mr. Morgan made a motion that was seconded by Mrs. Long and duly carried, to respond to the email with a recommendation suggesting that the two Smithfield exits on I-95 and the Lee property on Brogden Road be landscaped.

2). Update of Street Tree Inventory

Co-Chairperson Jackson stated that the update of street tree inventory process is going to take more time.

She stated any assistance she could get from the Commission members would be appreciated. This item should remain on the agenda until the project is completed.

3). J. B. George Fund Project Advertisements in April

Mr. McKinney stated that four advertisements were submitted to the Smithfield Herald for the J.B. George fund.

Mr. Morgan stated the advertisement for the newspaper is required, however, the best advertisement is by word of mouth. He recommended to the Commission members that they inform as many people as possible about this project by word of mouth.

4). Public Art Venues Plan Adoption

Mr. Morgan thanked the Commission members for the letters supporting the Creating Place Grant Application. The letters were mailed with the application on April 11, 2007.

Upon discussion of the Public Art Venues Plan Adoption, Mrs. Sanders made a motion that was seconded by Co-Chairperson Jackson and duly carried, to adopt the plan and make a recommendation that the Town Council approve the plan as well.

VI New Business

- 1). Submittal of Annual Report to Town Manager and Town Council

Mr. Morgan made a motion, seconded by Co-Chairperson Jackson, and duly carried, to approve the summary and forward on to the City Manager.

- 2). Keep Johnston County Beautiful Public Meeting

Mr. Morgan stated that the Keep Johnston County Beautiful public meeting would be held tonight, April 17, 2007, at 7:30pm, at the Chamber of Commerce offices on Industrial Park Drive. He extended an invitation to the Commission members.

VII. Adjournment

On motion of Mrs. Sanders and seconded by Mrs. Ragland and duly carried, the meeting was adjourned.