

SMITHFIELD APPEARANCE COMMISSION MINUTES

July 15, 2008

Members Present

Harold Tharrington
Regina Sanders
Candace Jackson
Kay Long
Ann Ragland

Members Absent

Ed Greer

Staff Present

Mike McKinney, Code Enforcement Officer
Latanya Merritt

Guest Present

Tabitha Koziarz

I. Call to Order:

Chairperson Tharrington called the meeting to order at 6:00 p.m. on Tuesday, July 15, 2008 in the conference room of Town Hall.

Invocation:

Ms. Jackson gave the invocation.

II. Approval of Agenda:

Mrs. Long requested to have Mrs. Tabitha Koziarz, a representative of the Downtown Smithfield Merchants Association be placed on the agenda.

On motion of Mrs. Long seconded by Ms. Jackson, the agenda was approved as amended. Unanimous.

Guest Speaker:

Mrs. Koziarz, a representative of the Downtown Smithfield Merchants Association stated that the Association's main interest is to see the downtown area thrive again. The Association would like to have patrons come back to the downtown area.

The Association would like to the following:

- ❖ The first step would be to beautify downtown Smithfield.
- ❖ Repair/replace worn awnings on the businesses
- ❖ Come up with a theme for the town of Smithfield

- ❖ Come up with a colors theme for the town of smithfield
- ❖ Trash-cans in front of the businesses be emptied in a timely manner
- ❖ Signs be placed at the I-95corridor directing traffic to our historic downtown area
- ❖ Coordinate the downtown area with the same plants, colors, etc.
- ❖ Would like to see the water fountain at the library repaired and working

The Downtown Smithfield Merchants Association is aware that what they want to accomplish will not happen over night, their plans are to work in phases to achieve the improvements for the merchants in downtown Smithfield.

Mrs. Koziarz stated that the Downtown Smithfield Merchants Association would like to have the support of the Commission to achieve their endeavors for downtown Smithfield.

The Commission members agreed that changes needed to be made to improve the appearance of downtown.

Mrs. Koziarz thanked the Commission for their time.

Chairman Tharrington asked Mrs. Koziarz to stay in contact with the Commission.

III. Approval of Meeting Minutes, February 19, 2008:

On motion of Mrs. Long seconded by Mrs. Sanders, the minutes were approved. Unanimous.

IV. Financial Report:

Appearance Commission Budget, 10-5500-3700	Balance: \$ 571.10
J.B. George Fund	Balance: \$2,642.07

V. Old Business:

(1) Mrs. Koziarz, Downtown Merchants Association

Upon discussion of Mrs. Koziarz's presentation, Mr. McKinney stated that he would get in touch with DOT and draft a letter addressing the street, and crosswalk issues of downtown.

Mrs. Ragland made a motion, seconded by Mrs. Sanders to draft a letter to DOT to improve the appearance of the crosswalks from the Neuse River Bridge to Fourth Street and to place a sign at the corridor of I-95 directing traffic to Historic Downtown Smithfield.

Mrs. Long made a motion, seconded by Ms. Jackson to support the Downtown Smithfield Merchants Association with their efforts in all that they are trying to accomplish for downtown Smithfield. Unanimous.

(2). Smithfield Slogan Contest:

Mrs. Ragland stated that forms for the Smithfield Slogan Contest have been placed at the Library, Town Hall, and the Heritage Center.

Mr. McKinney stated that 6,200 homes would receive the entry forms in their utility bills. The utility bills will be mailed on July 31, 2007 and August 15, 2008.

Mrs. Ragland stated that she would contact Mr. Greer and inform him to contact the radio station and schedule a time to get the information advertised on the radio, and the local TV station by August.

(3). Tree City USA Report:

Mr. McKinney stated that he spoken with Mr. Lenny Branch and Mr. Branch supports the Commission on their quest to involve themselves with the Tree City USA.

VI. New Business:

There were none.

VII. Adjournment:

On motion of Mrs. Ragland seconded by Mrs. Long and Ms. Jackson the meeting was adjourned. Unanimous.