

## **COMMUNITY APPEARANCE COMMISSION MINUTES**

May 7, 2014  
Greenville, NC

The Community Appearance Commission met on the above date at 5:30 p.m. in the third floor conference room #337 of City Hall located at 200 West Fifth Street.

### **Community Appearance Commission Members Present:**

J. Scott Johnson, Chair  
Tyler Richardson  
Rebecca Powers

Lucy Fox  
Cora Tyson  
Lynn Caverly

Diane Kulik  
Myron Caspar

### **Community Appearance Commission Members Absent:**

Fred Wright

Joanne Robertson

Brenda Diggs

### **Staff Present:**

Lamarco Morrison, Parks Planner  
Seth Laughlin, Planner II  
Kevin Heifferon, Public Works

## **ROLL CALL**

Chairman Johnson took roll and confirmed the CAC had a quorum.

## **PLEDGE OF ALLEGIANCE**

Commission members pledged allegiance to the flag of the United States of America.

## **APPROVAL OF AGENDA: May 7, 2014**

Chairman Johnson suggested adding agenda Item E. New Business: Nominations for officers. Ms Kulik asked to add the discussion on plantings at Town Commons. Councilman Smiley discussed reappointments. Motion was made by Mr. Caspar and seconded by Ms Tyson to approve the agenda. Motion carried unanimously.

## **APPROVAL OF MINUTES: April 2, 2014**

Motion was made by Ms Tyson and seconded by Mr. Caspar to approve the April 2, 2014 minutes. Motion carried unanimously.

## **ANNOUNCEMENTS**

Chairman Johnson stated that he presented the Community Appearance Commission (CAC) Annual Report to City Council on Monday, May 5, 2014 after the budget report. He volunteered to email the presentation to the commission members if they wanted it.

Mr. Caspar reminded Councilman Smiley that the commission presentations are normally scheduled at the beginning. Councilman Smiley stated that the presentations were scheduled at the beginning but the Council moved the budget report to the beginning of the agenda because one of the council members was sick and needed to leave early.

## **CITY STAFF INTRODUCTIONS AND COMMENTS**

Mr. Laughlin filled in for staff person Elizabeth Blount. He mentioned that the City ordinance states that the CAC quorum is six members and the CAC handbook states the quorum is five members. He also mentioned that Wasabi '88 received a CAC award in January 2013. He introduced Lamarco Morrison.

## **NEW BUSINESS**

Mr. Morrison presented the Town Commons presentation. He distributed the presentation on DVD to all the commission members. Mr. Laughlin stated that he would email the history link to the commission members.

### **Community Appearance Awards**

Chairman Johnson stated that Wasabi '88 would be removed from the list because it received an award since they have been in their new location.

Chairman Johnson requested votes and the nominees with the most number of votes were selected: Oakwood School located at 4000 MacGregor Downs Road and City Hall located at 200 W. Fifth Street. Ms Kulik volunteered to take the sign from Gordon's and to deliver the sign, certificate and letter to Kevin Heifferon, recipient for City Hall. Mr. Caspar volunteered to get the sign from Elmhurst Outdoor Classroom and to deliver the sign, certificate and letter to Oakwood School. Village Pawn was placed in pending status to confirm sign code compliance. Vidant was also placed in pending status while under reconstruction from wind damage.

### **Bylaws Review**

Chairman Johnson stated that the review would be conducted by a subcommittee and all members are invited to attend the meeting. Ms Fox volunteered to support the group with snacks and setting up. Chairman Johnson will send out an email with suggested dates and times.

Biennial Appearance Awards

Ms Kulik discussed the voting instructions for the biennial awards. The list of nominees and voting sheet will be included in the next meeting package. She also discussed the awards for the biennial recipients and stated that she would call Merrill to see how much the city would pay for.

**PUBLIC COMMENTS**

None

**MEMBER COMMENTS AND ITEMS FOR FUTURE AGENDAS**

Ms Fox reminded the new members that the commission does not meet during the summer.

Chairman Johnson suggested that elections be held during next month's meeting due to time.

**ADJOURNMENT**

Motion was made by Ms Powers which was seconded by Ms Fox to adjourn the meeting at 6:44 pm. Motion carried unanimously.

Respectfully submitted,

Elizabeth Blount  
Planner  
252-329-4608