

Minutes

Town of River Bend Community Appearance Commission

March 15, 2023

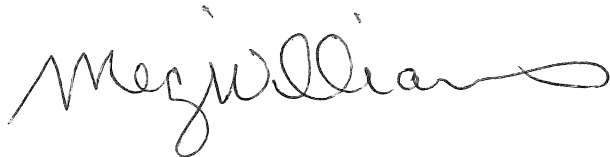
Attendees: Brenda Hall, Meg Williams, Christine Soler, Barbara Maurer, CAC Liaison

1. Call to order at 4:09 pm
2. January 18, 2023 minutes approved with correction to 3b, "Section 6" is changed to "Section 5". Motion to approve by Meg Williams. Second by Christine Soler
3. Updates on 2023 projects
 - a. Crab Pot Ball Christmas Light workshops and additional entryway decorations
 - i. CAC voted to host 2 workshops in October, 2023. Meg will lead the workshops.
 - ii. CAC voted to include Morovian Light Christmas decorations for River Bend front entrance. Monies were included in FY23/24 CAC proposed budget.
 - b. Beautification and Festive Award Program
 - i. The Beautification Award Program launch is April 1, 2023. Notification banner to be hung on March 29. Flyers to be distributed to local establishments. Nominations will be accepted online through a QR Code designed by Christine, on the River Bend Town Website, and at cac.riverbend@gmail.com. CAC members will also personally nominate residences and supply the forms necessary for nominees to apply.
 - ii. Zone assignments for review will be split between CAC members, Brenda, Meg and Christine. Voting will take place on April 14th. The 2 winners will be announced and Winner Signs placed on April 15th.
 - c. Plantation Drive Median Project
 - i. Initial presentation to Town Manager completed February 20, 2023.
 - ii. Tom Glasgow will present *Health of Plantation Medians* to the Town Council on March 16, 2023.
 - iii. CAC expects to present *The Plantation Drive Median Project* to Town Council in April, 2023.
 - d. Arbor Day Celebration
 - i. Celebration will be held March 17, 2023, at 2 PM at the River Bend Town Hall Picnic Area.
 - ii. Introduction, Declaration by Mayor, Speaker, discussion of River Bend's Tree City Designation, and Tree Planting are planned.
 - iii. Invitation has been sent through eNews for several weeks.
 - e. IT improvements for CAC to communicate and organize better. Christine created multiple ways for CAC Beautification Award information to be collected and collated online using QR code and a new CAC email address.

CAC Meeting March 15, 2023 (Continued)

- f. Veterans Memorial permanent landscaping to be completed prior to Veteran's Day.
- g. River Bend Entrance Plan review-deferred for now
- h. Additional/potential 2023 projects not yet approved or deferred to 2024
 - i. Independence Day community workshop for improved town Festive Award/decorations
 - ii. Painted stone project associated with Town Celebrations
- 4. Volunteer hours are due from each CAC member and supplied to Brenda Hall at each CAC meeting.
- 5. CAC member recruitment and updates - Maggie Bramwell has resigned due to work commitments. Recruitment continues.
- 6. Updates from Town Council Liaison – Councilwoman Mauer requests all CAC correspondence go to email address bmaurer@riverbendnc.org
- 7. Open Discussion. Brenda will be traveling for part of March, April and May. Christine will be traveling in May and June. Members will work together to cover each other's worklist during Beautification Awards from April-June.
- 8. Adjourned 5:54pm.

Minutes taken by Meg Williams, CAC Secretary

A handwritten signature in cursive script, reading "Meg Williams". The signature is written in black ink and is positioned below the text "Minutes taken by Meg Williams, CAC Secretary".