

Town of River Bend  
Community Appearance Commission  
January 15, 2025 Agenda  
River Bend Municipal Building, 4:00 PM  
51 Shoreline Drive, New Bern, NC 28562

1. Call to order
2. Introduction of any guests
3. Approval of November 20, 2024, CAC meeting minutes and December 17, 2024, Special Meeting minutes
4. Discussion about new, ongoing, and annual projects, programs, events, and workshops for 2025:
  - a. Projects
    - i. Plantation Median Rejuvenation Project with \$5K approved from Town Council – no updates to report
    - ii. CAC Sidewalk Gardens, Raised Bed Garden, and Veteran’s Memorial Garden
      1. Discussion of ongoing maintenance, renewal as needed, deer control, assignments, etc.
    - iii. Discussion of new project ideas
  - b. Programs
    - i. Festive Award
      1. Independence Day Festive Award
      2. Fall Festive Award
      3. Christmas Festive Award
    - ii. Beautification Award
      1. Discussion if CAC continues offering for May and June award months
    - iii. Discussion of new program ideas
  - c. Events
    - i. Arbor Day
      1. Planning for 2025 event
        - a. Discussion of inviting Scouts and making birdhouses
        - b. Discussion of 2024 event and what to add, subtract, or maintain
        - c. Assignments to start planning, advertising, coordinating, picking dates, etc.
    - ii. Christmas Festive Award Town Tours
      1. Discussion on making this an annual event
      2. Discussion of adding Fall Festive Town Tour
    - iii. Discussion of new event ideas

d. Workshops

- i. Crab Pot Christmas Globes
  - 1. Discuss whether and when to offer
  - 2. Discuss whether to continue making globes for the Town if they are not all hung
  - 3. Discussion of working with Brandon pre and post globe hanging for better preservation of globes
  - 4. Discuss if we should add a new offering, such as a luminary
- ii. Independence Day craft
  - 1. Discuss whether and when to offer
- iii. Discussion of new workshop ideas

- 5. Volunteer hours updates from CAC members
- 6. Recruitment ideas for CAC Volunteers
- 7. Budget planning discussion for FY 25/26
- 8. Updates from Town Council Liaison
- 9. Open Discussion
- 10. Adjournment