

Town of River Bend
Community Appearance Commission
November 20, 2024 minutes
River Bend Municipal Building, 4:00 PM
51 Shoreline Drive, New Bern, NC 28562

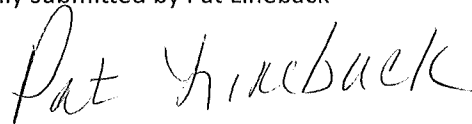
Members Present: Brenda Hall, Maryann Taylor, Donna Perry, Pat Lineback, Barbara Maurer-Town Council Liaison

Visitor present: Victoria Stuppy joined via phone.

1. Call to order at 4:05
2. Minutes for August 7, 2024, CAC meeting - Pat Lineback made a motion to approve and seconded by Donna Perry. Minutes approved.
3. Minutes for November 14, 2024 Special Meeting - Donna Perry made a motion to approve and seconded by Brenda Hall. Minutes approved.
4. Updates on 2024 projects:
5. Upcoming Festive Award in December...Banner has been delivered to Allison, forms sent to Donna for updates, forms will be sent to Kristie to print. Nominations are 12/5/2024 to 12/15/2024. Zones: Maryann is #2, Brenda is #3, Pat is #5 and #1, Donna is #4 and #6. The CAC member who nominates the winner will place the sign and take the pictures. Donna has made a list of people who do not want to participate. 17 houses have been nominated to date. Donna will send Festive flyer to Kristie and request that it be posted in E-News. Also request P&R to post on their Facebook page.
 - i. Brenda discussed with Victoria Stuppy (P&R) the possibility of a joint effort to create a Christmas Light Caravan through River Bend with a proposed date of Dec 20, 2024 at approximately 6 pm or 6:30.
 - ii. CAC will create a map based on all of the Christmas Festive Award nominations.
 - iii. Victoria will follow up with Parks and Rec to discuss this joint effort and get back with CAC.
 - iv. More information to follow.
- b. Plantation Drive Median Project-
 - i. After initial discussion with Elena Hebert, of Elena Ruth Landscape Designs, the CAC requested a formal quote to be sent to Delane Jackson, Town Manager. Elena has several projects that she is wrapping up and plans to provide a formal quote soon.

- c. Crab Pot Christmas Globes
 - i. Brenda discussed with Delane the issues of Christmas globes being hung higher in the trees and more care taken by Town employees when removing the storing the globes. Delane agreed to discuss the issue with Brandon.
- d. Arbor Day Planning - Discussion of inviting Scouts to attend and host bird house project
 - i. Consider birdhouse workshop.
 - ii. Tree giveaway, scavenger hunt, book giveaway was successful
 - iii. More discussion to follow in January.
- e. Independence Day Celebration and Festive Award 2024
 - i. Stars decoration workshop was a success and will be repeated.
 - ii. Will need to restock supplies at a cost of approximately \$230.00.
 - iii. Cost is approximately \$12.00/star.
- 6. Updates on CAC sidewalk planters and raised bed planter by CAC
 - a. Planters and raised beds are doing well except for one which will be replanted in 2025.
- 7. Sept and October hours due to Brenda.
- 8. Updates from Town Council Liaison
 - a. Barbara sent Town Council Liaison report and updates to CAC members
- 9. Open Discussion-Donna Perry made a suggestion about repainting crosswalks on Shoreline and Plantation because traffic is not slowing down for pedestrians crossing the road.
- 10. The meeting was adjourned at 5:35 pm

Respectfully submitted by Pat Lineback

A handwritten signature in black ink that reads "Pat Lineback". The signature is written in a cursive, flowing style.