

JOINT APPEARANCE COMMISSION
REGULAR MEETING
AGENDA
MONDAY, JANUARY 13, 2020 (5:45 PM)
E. E. SMITH CONFERENCE ROOM*
SECOND FLOOR-FAYETTEVILLE CITY HALL-433 HAY STREET

***The E.E. Smith Conference Room is on the second floor of City Hall. From the first floor lobby of City Hall, go up the stairs or elevator to the second floor. Turn right and go through the double doors. The room is on the left.**

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2.	Introduction of New Members, Guests and Others		
3.	Approval of Minutes of Previous Meetings		
(a)	December 9, 2019 Regular Meeting	3	2-4
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6.	Update on Membership of the JAC		
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7.	Update on Tree Board Meeting Held on January 13, 2020 (Prior to JAC Meeting)		
8.	Meeting Schedule for 2020/Possible Agenda Items for Next Meeting	1	10
9.	Information Items		
(a)	Update on Recertification of Fayetteville as a Tree City USA		
10.	Matters of Interest (from Commission Members)		
11.	Adjournment		

MINUTES
JOINT APPEARANCE COMMISSION
REGULAR MEETING
MONDAY, DECEMBER 9, 2019
5:30 PM
E. E. SMITH CONFERENCE ROOM
FAYETTEVILLE CITY HALL

MEMBERS PRESENT

Sally Bailey (Hope Mills)
Charlotte Dawson (Eastover)
Johnny Sawyer (Wade)
Helen Haynes (Fayetteville)
Clyde Foster (Fayetteville)
Gregory Foxx (Fayetteville)
Keshonna Newton (Fayetteville)

STAFF PRESENT

Dr. Telly Whitfield, City of Fayetteville
Dr. Gerald Newton, City of Fayetteville
David Nash, City of Fayetteville

MEMBERS ABSENT

Latara Ray (County)
Sharon Haley (Spring Lake)
Christy Horne (Stedman)

VACANT SEATS

County (Davis Seat)
County (Walker Seat)
County (MacKenzie Seat)
Town of Falcon
Town of Godwin
Town of Linden

The first item was call to order and approval of the agenda. At 5:35 PM, Chairperson Sally Bailey called the meeting to order. Following a motion by Ms. Dawson and a second by Mr. Foxx, the agenda was approved.

The second item was introduction of new members, guests, and others. Chairperson Bailey welcomed two guests, Dr. Telly Whitfield (an Assistant City Manager for Fayetteville), and Dr. Gerald Newton (the Development Services Director for Fayetteville).

The third item was approval of the minutes of previous meetings. (The minutes were for the November 12, 2019 meeting.) After a motion by Ms. Dawson and a second by Mr. Sawyer, the minutes were approved.

The fourth item was a discussion of the JAC's role in making recommendations on using tree fund money. Chair Bailey recognized Dr. Newton and Dr. Whitfield for this item. Dr. Newton explained that the staff in the Parks and Recreation Department is going to draft a proposal on how the tree fund money could be used. Dr. Newton said that the tree fund money might be augmented with open space money that is another fund. Before this proposal is presented to City Council, the Tree Board will be given an opportunity to review and act upon it. This would be consistent with the powers and duties of the Tree Board that are spelled out in the City's UDO.

Dr. Whitfield noted that the proposal is supposed to go to City Council in February, so the Tree Board will need to review the proposal in January. Dr. Whitfield said that the proposal will likely consist of several program elements. Based on previous ideas discussed at the JAC meetings, one element will be a neighborhood matching grant program. Under this program, neighborhood groups would be able to propose projects that will lead to beautification. This might involve the enhancement of neighborhood entrances. Under this program, neighborhoods would be expected to offer sweat equity as part of their match.

Mr. Foster suggested that proposed projects should not be focused only on planting trees; the projects should also involve landscaping.

Mr. Sawyer asked about maintenance responsibilities for a project, after installation. The answer is that neighborhoods would be responsible for maintenance. Mr. Sawyer also asked about who would be responsible for administration of the funds. The answer is that the Parks and Recreation Department staff would probably be responsible; however, this has not yet been finalized.

Ms. Bailey asked about the possible involvement of local landscaping companies.

At this point, Dr. Newton and Dr. Whitfield had to leave the meeting in order to go to a City Council meeting. Members continued to discuss the item.

The question was raised of how this proposal might relate to a possible neighborhood recognition program (previously proposed by Ms. Bailey). Ms. Haynes said she thinks the group needs to take care of the use of the tree fund money first. The consensus was to postpone any action on the neighborhood recognition program until the Tree Board has reviewed and acted upon the use of the tree fund money.

The fifth item was a discussion of the Appearance Awards Program. Chairperson Bailey noted the summary memo in the packet. Mr. Nash explained the cost sheets included in the packet. It was noted that some new information had been received since these sheets were printed in the packet.

There was discussion on whether to submit budget requests to both the City of Fayetteville and to Cumberland County. Ms. Dawson made a motion to submit budget requests to the City and the County, Mr. Foster seconded the motion, and it was passed. Mr. Nash was asked to check with the County on the procedures to submitting a request.

Regarding a possible report from the committee formed at a previous meeting to discuss awards categories and other issues, Mr. Nash said that he had heard from Ms. Ray, and she hopes the committee will be able to meet during the upcoming holiday break.

The sixth item was an update on membership of the JAC. Ms. Bailey noted the memo in the packet. The memo noted that with the recent resignation of Mr. Davis, there are now three

County vacancies. Mr. Nash said that after the packet was printed, he had learned that one new person has applied for one of the County vacancies.

The seventh item was the upcoming meeting schedule/possible agenda items for the next meeting. At the next meeting, the members of the Fayetteville Tree Board will review and act upon a proposal for the use of Tree Fund money. The JAC will also consider the Awards Program. Hopefully, this will include a report from the committee that was formed to review categories and other issues. There will also be a discussion of the upcoming Tree Planting Ceremony, which will be timed to coincide with the NC observance of Arbor Day.

The eighth item was information items. Mr. Nash noted that the application for recertification as a Tree City USA has been submitted.

The ninth item was matters of interest. No topics were mentioned.

The tenth item was adjournment. Ms. Bailey adjourned the meeting at 7:07 PM.

Minutes prepared by: David Nash, City of Fayetteville-Development Services Department-
(Revised as of 1/9/2020).

January 9, 2020

MEMORANDUM

TO: Joint Appearance Commission Members

FROM: David Nash, Development Services Department, City of Fayetteville

SUBJECT: Discussion of the Appearance Awards Program

At your meeting on December 9, you reviewed the second draft of a proposed budget for the 2020 Appearance Awards Program.

The information was shown for three options. Option 1-holding the ceremony at the Fayetteville City Hall-was the least costly option. Option 2-holding the ceremony at Segra Stadium- was the most expensive option. Option 3-holding the ceremony at Highland Country Club-was the middle option in terms of costs.

You requested that we submit budget requests to the City and the County. At your meeting on January 13, we hope to have some additional information on the procedures for submitting these requests.

Also at your meeting on January 13, there might be a report from the committee that was formed at your October 14 meeting to discuss categories and other issues about the program.

January 9, 2020

MEMORANDUM

TO: Joint Appearance Commission Members

FROM: David Nash, Development Services Department, City of Fayetteville

SUBJECT: Tree Planting Ceremony-Spring of 2020

Each spring, the Joint Appearance Commission/Fayetteville Tree Board has been holding an Arbor Day Tree Planting Ceremony. This has helped the City of Fayetteville maintain its designation as a Tree City USA. It is time again to begin thinking about this.

You might remember that for the past few years, the JAC has partnered with the Cumberland County Schools. At your meeting on December 9, you again expressed an interest in partnering with the school system. On January 13, it is possible that we will have some information on possible school sites for this year's ceremony.

Also, the JAC has recently partnered with the Cumberland County Cooperative Extension Service in holding these ceremonies. Having staff members from this office on the program has added a lot to the ceremony. Is it OK to again partner with this organization?

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January 10, 2020

MEMORANDUM

TO: Joint Appearance Commission Members

FROM: David Nash, Development Services Department, City of Fayetteville

SUBJECT: Update on Membership

City of Fayetteville Seats-Currently, all four of the Fayetteville seats are filled.

Cumberland County Seats-There are now three vacant County seats: the Davis seat, the Walker seat, and the MacKenzie seat. Ms. Kellie Beam, who is involved in the County appointment process, has reported that Ms. Deanna Rosario has submitted an application. You might remember that Ms. Rosario attended a JAC meeting several months ago. Information about Ms. Rosario is on the following page. **The County would like for you to make a recommendation on her.**

Ms. Beam has suggested that you talk to other people who might be interested in applying. You can recommend anyone who is a resident of Cumberland County; the person can reside in any City or town, or they can reside in the unincorporated area. If you recommend someone, the County will work with that person in filling out an application. Once an application is received, it will be put on the commissioners' agenda. You can also suggest that anyone fill out an application on the County's website.

Five Mid-Size Towns (Hope Mills, Spring Lake, Wade, Eastover, and Stedman)-Currently, all seats are filled.

Three Very Small Towns (Falcon, Godwin, and Linden) The seats for the three very small towns of Falcon, Godwin, and Linden remain vacant. At this time, we continue to email an agenda packet to the Mayor of each town. Hopefully, each town will be able to appoint someone soon.

The **Roster of Members** on a following page summarizes the current membership.

Received 1-10-2020
from County

**APPLICANTS FOR
JOINT APPEARANCE COMMISSION**

<u>NAME/ADDRESS/TELEPHONE</u>	<u>OCCUPATION</u>	<u>EDUCATIONAL BACKGROUND</u>
ROSARIO, DEANNA (W/F) 2322 LULL WATER DRIVE FAYETTEVILLE NC 28306 487-9775/850-4348/489-9775 D3C.ROSARIO@GMAIL.COM Graduate-County Citizens' Academy: No Graduate-Institute for Community Leadership: NO Graduate-Leadership Fayetteville: NO Graduate-United Way's Multi-Cultural Leadership Program: NO Graduate-other leadership academy: NO CATEGORY: GENERAL PUBLIC	STORMWATER ADMINISTRATOR TOWN OF SPRING LAKE	MASTERS-ENVIRO MGMT

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Joint Appearance Commission
Roster of Members

Name of Joint Appearance Commission Member (Updated as of 1/09/2020)	Jurisdiction	Date Appointed to Current Term	Current Term	Current Term-Expiration Date	Eligible for Reappointment? (Yes/No)
Helen Haynes	City of Fayetteville	9/9/2019	2nd term	9/30/2021	No
Gregory R. Foxx	City of Fayetteville	9/9/2019	1st term (on JAC)- but 2nd term overall	9/30/2021	No-Mr. Foxx previously served 1 term on Human Relations, so this is his 2nd term overall
Keshonna R. Newton	City of Fayetteville	9/9/2019	1st term	9/30/2021	Yes
Clyde Foster	City of Fayetteville	9/9/2019	1st term	9/30/2021	Yes
Vacant (MacKenzie Seat)	Cumberland County	Not applic	Not applic	Not applic	Not applic
Vacant (Davis Seat)	Cumberland County	Not applic	Not applic	Not applic	Not applic
Vacant (Walker Seat)	Cumberland County	Not applic	Not applic	Not applic	Not applic
Latara Ray	Cumberland County	5/21/2018	2nd term	2/28/2020	No
Sally Bailey (CHAIR)	Hope Mills	1/22/2016	2nd term	1/22/2018	Yes-if OK with Hope Mills
Sharon Haley	Spring Lake	Circa 8/15/2019	1st term	6/30/2022	Yes-if OK with Spring Lake
Johnny Sawyer	Wade	1/8/2019	1st term	1/8/2021	Yes
Charlotte Dawson (VICE-CHAIR)	Eastover	8/30/2016	3rd term	8/30/2018	Yes-if OK with Eastover
Christy Horne	Stedman	Circa 6/1/2018	1st term	5/31/2020	Yes-if OK with Stedman
Vacant Seat-Mail Packet to: Frances Collier (Mayor Pro-Tem)	Linden				
Vacant Seat-Mail Packet to: Clifton L. Turpin, Jr. (Mayor)	Falcon				
Vacant Seat-Mail Packet to: Willie Burnett (Mayor)	Godwin				

2020

JOINT APPEARANCE COMMISSION

Meeting Schedule

JAC meets monthly on the Second Monday of each month at 5:30 p.m. City Hall, 2nd Floor, E. E. Smith Room, 433 Hay Street.

MEETING DATE:

January 13, 2020

February 10, 2020

March 09, 2020

April 13, 2020

May 11, 2020

June 08, 2020

July 13, 2020

August 10, 2020

September 14, 2020

October 12, 2020

November 09, 2020

December 14, 2020

January 11, 2021