



TOWN OF DUCK, NORTH CAROLINA

**TOWN OF DUCK  
COMMUNITY IMPROVEMENT COMMITTEE  
MEETING MINUTES  
April 17, 2007**

The Community Improvement Committee (CIC) for the Town of Duck convened at the Duck Municipal Offices at 9:00 a.m. on Tuesday, April 17, 2007.

**MEMBERS PRESENT:** Chairwoman Lisa Mann, Committee Member George Grinnan, and Committee Member Allen Lehew.

**OTHERS PRESENT:** Public Relations/Special Events Coordinator Kathy McCullough-Testa.

**OLD BUSINESS**

- An update was provided by Kathy McCullough-Testa on the status of all outstanding VIP grants.
- There is no more grant funding available for this fiscal year ending on June 30, 2007. The committee agreed to publicize that fact and to state that grants received during this time will be time and date stamped and reviewed in the order that they are received after July 1, 2007 if the program is funded by Town Council. \$20,000 is being requested for the July 1, 2007 – June 30, 2008 fiscal year.
- An update on the 2007 Annual Community Appearance Award Program was given by Kathy McCullough-Testa. The deadline for submission of award nominations in May 9, 2007.
- The committee reviewed grant guidelines and voted unanimously on the following:

Priority will be given to those projects that are designed to come into compliance with Town Ordinances. Priority will also be given to first-time grant applicants. If a grant application does not meet these guidelines, it can be deferred. If it is deferred, it will be re-reviewed in the last quarter of the fiscal year based upon availability of funding.



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- The Committee discussed the format for its presentation to Council which is scheduled for the May 2, 2007 meeting. Kathy McCullough-Testa will prepare and review with Chairperson Lisa Mann.

### **NEW BUSINESS**

- The Committee considered a VIP grant application submitted by Myra Ladd-Bone, Atlantic Realty, to install lighting in common areas to highlight landscaping and to provide additional security. The amount requested was \$2,500 with a total project cost of \$8,150. The grant was unanimously deferred until the next fiscal year as the program is out of funding. It was also recommended that staff write a letter to Ms. Ladd-Bone informing her of the grant status and confirming that she would like this grant re-reviewed after July 1, 2007 if the program receives budget funding.

### **APPROVAL OF MINUTES**

- Minutes from the March 13, 2007 meeting were unanimously approved.

### **OTHER BUSINESS**

- None

### **STAFF COMMENTS**

- Kathy McCullough-Testa stated that all CIC board members were reappointed by Council at its last meeting

### **BOARD COMMENTS**

- None

### **NEXT MEETING**

- The next meeting will be held on Tuesday, May 15, 2007 at 9 a.m. for the purpose of naming the 2007 Annual Community Appearance awards.

The Community Improvement Committee for the Town of Duck adjourned at 10:15 a.m.