



Find yourself in good company

Community Appearance Commission MEETING AGENDA

Wednesday, October 2, 2019 5:30 PM
City Hall Conference Room 337

200 W. Fifth Street
Greenville, NC 27835

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of the Agenda
5. Approval of Minutes:
 - April 3, 2019
6. Announcements
 - New CAC Members: Jeremy Miller, Brian Barnett
 - Resignation of Thomas Alligood
7. New Business – Presentation From Selected City Departments
 - Sharon Gray, Lead Code Enforcement Officer – Code Enforcement Division
 - CAC Award Nominations:
 - Ford + Shep
 - State Theater
 - Greenville Transportation Center
 - Taff Office Equipment Company, Cupola Building
8. Public Comments
9. Member Comments and Items for Future Agendas
 - Previous CAC Award Winners
 - Award Nomination Process Review
10. Adjourn

Mission of the Greenville Community Appearance Commission: *To initiate, promote and assist in the implementation of programs of general community beautification and appearance.*

Doc. #1071903

COMMUNITY APPEARANCE COMMISSION MINUTES DRAFT

April 3, 2019
Greenville, NC

The Community Appearance Commission met on the above date at 5:30 p.m. in the third floor conference room #337 of City Hall located at 200 West Fifth Street.

Community Appearance Commission Members Present:

Meredith Fisher
J. Scott Johnson
Diane Kulik
Lettie Micheletto
Jonathan Taft
William Wooten III, Chair

Community Appearance Commission Members Absent:

Thomas Alligood
Kellie Gonzalez
Jeremy Miller
Michael Slocum, Vice-Chair

Others Present:

Chantae Gooby, Chief Planner
Jeff Huss, Planner I
Kevin Heifferon, Assistant Director of Public Works/City Arborist

APPROVAL OF AGENDA: April 3, 2019

Dr. Wooten noted that the "Elmhurst-Englewood Neighborhood Improvement Grant" was not listed on the agenda.

Motion made by Mr. Johnson to add "Elmhurst-Englewood Neighborhood Improvement Grant" to the agenda and to approve the agenda. Motion to approve the agenda with stated changes, seconded by Ms. Kulik. Motion carried unanimously.

APPROVAL OF MINUTES: February 6, 2019

Motion made by Ms. Micheletto, seconded by Mr. Taft, to approve the February 6, 2019 minutes. Motion carried unanimously.

ANNOUNCEMENTS

Dr. Wooten suggested making nominations for CAC Awards a month prior to the CAC

meeting. Discussed award eligibility: commercial vs. residential.

Ms. Kulik requested a list of former CAC award winners. She suggested that staff send an email detailing the nomination process, along with a request for nominations. Ms. Kulik also suggested members consider nominating properties in the Extraterritorial Jurisdiction (ETJ).

Dr. Wooten announced that Jeremy Miller was appointed to the CAC at the 2/14/19 City Council meeting.

Dr. Wooten announced that this is J. Scott Johnson's last CAC meeting and acknowledged Mr. Johnson's eight years of service on the CAC.

Mr. Johnson thanked the members that were present and expressed interest in other volunteer opportunities with the City.

NEW BUSINESS

Kevin Heifferon, Assistant Director of Public Works & City Arborist:

Mr. Heifferon, explained his role with Public Works. Mr. Heifferon distributed handouts including: 2019 City of Greenville Calendar, *North Carolina's Litter Laws* flyer, 2019 *Holiday Sanitation Schedule* flyer, *Every Drop Counts* coloring book, *Riparian Buffer* pamphlet, *Town Creek Culvert* pamphlet, and *Take Head* booklet.

Mr. Heifferon provided information on Community Tree Day held on 3/30/19 and Spring Clean-up Week scheduled for the week of 4/6/19.

Mr. Heifferon discussed street trees and the removal of unhealthy trees. He also provided an update on the progress of the Town Creek Culvert.

Mr. Heifferon discussed the installation of a delineator system being installed at the intersection of Arlington Boulevard and Wimbledon Drive. CAC members discussed the appearance of street medians and delineators. Members agreed that despite the unappealing appearance, the medians and delineators are an effective safety feature. Mr. Heifferon stated there would continue to be public meetings ahead of installation of any traffic control feature and stated Public Works welcomes feedback.

Ms. Gooby recognized the City Compass application as an asset to reporting citizen complaints & concerns.

Ms. Kulik expressed concerns about the recycling program that Holly Parrott presented, at the previous CAC meeting.

Mr. Heifferon states the program has not yet received grant funding. He stated the program would address recycling efficiency and combat contamination of recyclable materials.

Ms. Kulik hopes that the program would be focused on educating citizens and not inspecting recycling bins, which she feels is intrusive. Ms. Kulik suggested a magnet to educate citizens on the City's recycling rules.

Ms. Gooby asked if the CAC would still like to see someone from Code Enforcement at the 6/5/19 CAC meeting.

Dr. Wooten stated that Code Enforcement was scheduled to be at the next meeting and the CAC members agreed they would like to have someone from Code Enforcement speak at the 6/5/19 CAC meeting.

Elmhurst-Englewood Neighborhood Improvement Grant

CAC as a whole expressed surprise that the Elmhurst-Englewood Neighborhood Association only requested a \$50 grant. Mr. Huss explained that the neighborhood only sought to replace a sign that had been stolen.

Motion made by Mr. Johnson to award the Neighborhood Improvement Grant to the Elmhurst-Englewood Neighborhood Association. Ms. Micheletto seconded motion. Motion carried unanimously.

Public Comments

No public present.

Member Comments and Items for Future Agendas

Ms. Kulik asked about construction debris in the front yard of a vacant home in her neighborhood.

Ms. Gooby suggested this was a Code Enforcement matter and suggested contacting the Code Enforcement Officer assigned to her neighborhood: Charles Dimbo.

Mr. Johnson stated that the public is not aware of rules when it comes to public waste. He questioned the most effective way to educate the public on public waste regulations.

Mr. Taft asked if the CAC could be added to the City Council agenda.

Ms. Gooby stated the CAC's annual presentation was delivered at the February City Council meeting. This was the time to present the CAC's accomplishments and goals.

Mr. Johnson stated anyone can speak during the public comment period at the City Council. He stated that it would be possible for Mr. Taft to "represent" the CAC during the public comment period at City Council.

Mr. Huss distributed the *Spring Clean-up Week* flyer, the City's *Citizen Handbooks* and the City's *Comprehensive Guide to Recycling* pamphlet. Code Enforcement Supervisor Carlton Dawson and Ms. Kulik, respectively, had requested the items be distributed to

the CAC members.

Mr. Heifferon asked if the CAC had ever considered adopting a street through the City's Adopt-A-Street program.

Mr. Taft stated that the CAC used to run the Adopt-A-Street program. Mr. Taft stated the CAC continues to lack direction or making any true accomplishments.

Dr. Wooten stated the CAC provides feedback to the City, but does think the CAC can better utilize Neighborhood Improvement Grant funds.

Mr. Johnson suggested looking at other cities' Community Appearance Commissions and compare to Greenville's CAC. He felt this will help the CAC evaluate areas for improvement.

Ms. Kulik stated Charlotte has a "black tie" dinner to present awards to community appearance award winners. However, she acknowledged the lack of a budget with Greenville's CAC makes this impossible. Ms. Kulik stated the CAC used to give out "hand-painted" plaques that were beautiful & coveted.

Members acknowledged a desire to make the CAC awards more desirable to the public. Members would like to see the Community Appearance Handbooks for cities such as; Charlotte, Winston Salem & Greensboro.

ADJOURNMENT

Motion made by Mr. Johnson, seconded by Ms. Micheletto, to adjourn the meeting at 6:56 pm. Motion carried unanimously.

Respectfully submitted,

Jeff M. Huss, Secretary



Ford + Shep: 718 Dickinson Ave #103



State Theater: 110 W 5th Street

Mission of the Greenville Community Appearance Commission: To initiate, promote and assist in the implementation of programs of general community beautification and appearance.



Greenville Transportation Center: 600 South Pitt Street



Taff Office Equipment Company, Cupola Building: 226 W 8th Street

Mission of the Greenville Community Appearance Commission: To initiate, promote and assist in the implementation of programs of general community beautification and appearance.

COMMUNITY APPEARANCE COMMISSION MEMBERS ROSTER

Effective – August 9, 2019

William Wooten III, Chair
403 Maple Street
Home: 252-752-3796
Mobile: 252-917-0101
wootenthethird@gmail.com
Expiration Date: April, 2022

Diane Kulik
122 Fort Sumter Drive
Home: 252-353-6405
ldkulik@suddenlink.net
Expiration Date: April, 2022

Michael Slocum, Vice-Chair
504 Bremerton Drive
Mobile: 252-347-4589
mike@mikeslocum.com
Expiration Date: April, 2022

Lettie Micheletto
929 Bremerton Drive
Home: 252-355-8991
Mobile: 252-714-7334
michell@pitt.k12.nc.us
Expiration Date: July, 2020

Vacant (formerly Thomas Alligood)

Brian Barnett
2303 Saddle Ridge Place
Mobile: 336-392-8205
Work: 252-902-3012
brianbarnett279@gmail.com
Expiration Date: April 2022

Jeremy Miller
2005B Coleman Drive
Mobile: 252-714-3409
Work: 252-752-1100
jermiller12@gmail.com
Expiration Date: April, 2020

Meredith Fisher
2126 Portertown Road
Mobile: 252-902-9913
fisherboots@gmail.com
Expiration Date: July, 2021

Jonathan Taft
405 S Rotary Ave (27858)
Mobile: 919-259-9360
Work: 252-752-7101
jonathan@tfonc.com
Expiration Date: July, 2020

Kellie Gonzalez
3936 Dunhagen Road
Mobile: 919-791-5841
kgonzalez@c2clawgroup.com
Expiration Date: July, 2020

City Council Representative:
Rick Smiley
rsmiley@greenvillenc.gov

Vacant (formerly J. Scott Johnson)

Staff Liaison:
Chantae Gooby, Chief Planner
PO Box 7207, 201 West First Street
Office: 252-329-4507
Mobile: 252-493-2851
cgooby@greenvillenc.gov