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**Neighborhood Advisory Board (NAB)**

**SUMMARY MINUTES**

Thurs. Aug. 20, 2015 @ 6:00PM  
City Hall Conf. Rm. 337

200 West Fifth Street  
Greenville, NC 27835-7207

**BOARD MEMBERS AND ALTERNATE MEMBERS PRESENT: PCRC ATTENDANCE NOTED ON THEIR MINUTES.**

Attendance is denoted by an "\*" and absentees are denoted by an "x"

<b>NEIGHBORHOOD ADVISORY BOARD MEMBERS</b>			
<b>NAME</b>	<b>DISTRICT</b>	<b>NAME</b>	<b>DISTRICT</b>
Carolyn Glast - *	1	Kim Carney - *	1
Betty Hines *	2	David Douglas *	2
Ann Maxwell *	3	Laura McKenna *	3
Blythe Tennent Vice Chair - x	4	<b>VACANT</b>	4
Sharon Stang *	5	Brenda Diggs, Chair *	5
<b>NEIGHBORHOOD ADVISORY BOARD ALTERNATE MEMBERS</b>			
<b>NAME</b>	<b>DISTRICT</b>	<b>NAME</b>	<b>DISTRICT</b>
Charlotte Smith - x	1	George Hamilton - *	4
Twinnia Dennis - x	2	Misun Hur - *	5
Vince Bellis - *	3		

City Staff Present: *Community Development Department:* Tiana Keith, & Gwen Turnage;

1. **Meeting Called to Order** – Brenda Diggs, Chair
2. **Roll Call** – Gwen Turnage
3. **Approval of the Agenda - August 20, 2015**

Motion passed with the deletion of Item "B" Pilot NAB Program on GPAT in "New Business"

Motion: Carolyn Glast                      Second: Laura McKenna

Motion Passed

4. **Approval of the NAB Minutes - June 18, 2015:**

Motion: Laura McKenna                      Second: Carolyn Glast

Motion Passed

## 5. Old Business

### A. National Night Out Debrief - Tiana Keith, Neighborhood Liaison Ombudsman

Chris Viverette was not in attendance due to prior police obligations, but should return for the September 17<sup>th</sup> meeting. A two minute slide show presentation of National Night Out (NNO) activities held in various neighborhoods throughout the city was presented.

#### POSITIVES

1. Carolyn Glast/Greenfield Terrace – Smeltzer and his wife assisted Greenfield Terrace neighborhood again with cooking. Greenville Terrace invited North River Estates who they are currently assisting with creating a new Neighborhood Association. About 60 people went to Greenfield Terrace neighborhood for NNO. Sgt. Edwards did a presentation on “Crime in the Neighborhood”. Some neighbors walked about 15 minutes on the track. Not many children attended, but there were a lot of elderly people that participated. The rain cooled the city an hour before the event. One neighbor enjoyed himself and asked if he could cook next year. He has a catering business. Ms. Carolyn took a lot of pictures on her tablet and needs assistance getting them printed. They had a wonderful time.
2. Vince Bellis/Coghill/College Court – Mr. Bellis neighborhood obtained a grant which Pat Dunn worked on for the second year to assist with NNO. The grant was used to provide ice-cream to the children. Tickets were distributed for ice cream. Approximately 20 children attended the event. No formal briefing, but a lot of mingling.
3. Betty Hines/Greenbrier – Betty’s neighborhood had a lot of children as well as the elderly people. The Police Dog, who is about to retire was there. One of the Police Officer spoke to the children and pictures were taken of the event. Their neighborhood had snow cones, bouncers, and cookout. Councilmember Rose Glover attended. New neighbors attended as well and Betty invited them to attend the NAB meetings.
4. Kim Carney/Country Side Estates – Kim’s neighborhood had a lot of participation with young children. They distributed book bags and school supplies. Local restaurant provided door prizes. The neighborhood provided a history of the city in the form of a game. The Fire Department came out with one fire truck and provided information about fire prevention. The fire truck gave the children a lift on the fire truck. Games were played with the children. A lot of community information was distributed. Police dept was very involved.
5. Brenda Diggs/ The Oaks - about 50 to 60 people attended. They asked why the new neighbor chose that neighborhood to move to. There was a lot of participation from neighbors.
6. Ann Maxwell/TRUNA – The NNO event for TRUNA was held at Cypress Glen. The Police Dept went and took the police dog. Cypress Glen community was thrilled that the police dept served them ice cream.

## **DELTA/ISSUES**

1. City sponsored events overlapped. Spread event times sporadically. Some neighbors didn't attend their event because they wanted to attend the other events.
2. Vendors should attend the following day (Vendors could continue NNO activities at 5 points the next day so there's no competition with neighborhood events).
3. Businesses did not have enough staff to accommodate customers.
4. Additional funds available to neighborhoods for NNO.
5. Look at moving the event back to Town Commons.
6. Shopping with police officers can sometimes feel rushed if a neighborhood liaison wants to go to another store to find items that are not available at the first location because other liaisons are waiting their turn to shop.

### **B. District 3 Meeting**

1. District 3 meeting will be October 15, 2015 at the Cypress Glenn Community
2. Set up venue comfortable for residence that will be attending the meeting
3. Ann suggested if there are specific topics for discussion, ask Tiana to coordinate a speaker. Laura, Vince and Ann will also work together to gather topics for district 3 to discuss.
4. River Hills needs to be involved with what's going in the community.
5. Reach out to churches in the district
6. District 3 mainly consists of college students and apartments. Find a way to make a special appeal for them to be involved and attending next years event.

## **6. New Business**

### **A. Transportation Bond Presentation**

There will be a presentation concerning the Transportation Bond in September. Brenda received a call from the City Manager's intern requesting that they make a presentation in their neighborhood. However, Brenda felt that the presentation would be more effective at one of the monthly NAB meetings.

### **B. Pilot NAB Program on GPAT was deleted via a motion**

### **C. 2015-2016 Work Plan Update**

We do not currently have a work plan. It is anticipated that there will be feedback from all of the sub-committees in the near future. An electronic version of the finalized work plan will be sent to board members and alternate board members the week of August 24<sup>th</sup>. A discussion will take place during the September meeting. Thus far the following reports have been received; the component from the symposium; membership outreach; and publicity will remain similar to the existing outline; Ann Maxwell will continue to chair the sustainability committee. Ann expressed that her presence on the Horizon's Plan may interfere with other committees. Ann conveyed that the Horizon's Plan may promote more sustainability can be elevated in a positive way if the approach from NAB is carried out accurately. Ann briefly explained the Horizons Plan to the board. Chairperson Brenda Diggs expressed updates being brought back to the NAB monthly.

## 7. Other

### A. Member/Liaison Reports Announcements

#### **Symposium Committee – Misun Hur**

1. Misun provided the evaluations report from the symposium.
2. Shortening the program to 1:00pm and eliminate lunch.
3. Award to the Association who brings the most people to the symposium.
4. Have volunteers/city staff in place before the doors open at 8:00am to welcome them.
5. Allocate time for people to explore the vendors that were setup in the lobby and third floor.
6. Suggested date of the symposium is April 30, 2016.
7. Some of the events that have been identified around the symposium date are; Easter/March 27<sup>th</sup>, ECU Commencement/May 6<sup>th</sup>, and Mother's Day/May 8<sup>th</sup>
8. In the past there was a keynote speaker. The last symposium did not have a keynote speaker. This needs to be added back into the event.
9. Identify the keynote speaker by October which hopefully will strengthen the participation of the symposium.
10. Advertise and have the symposium presented as a more exciting and interesting event by adding hidden treasures, talk about the parks within the city, sports and the arts that Greenville is known for.
11. Have participants engaging in different activities during the symposium may draw additional attendance. Allow different agencies to be involved by volunteering and rotate their time at each station allowing participants to visit stations.
12. Divide participants into districts to talk about the concerns in their district/neighborhoods.

#### **Membership Outreach – Laura McKenna**

##### **2014/2015 Accomplishments:**

1. Membership packets were developed
2. Misun Hur has stepped down from this committee.
3. Membership packets were passed out during the Umbrella Market and National Night Out. However, feedback was low and the committee may need to identify better ways to get the information to communities. A neighborhood survey was conducted, but not followed through.
4. One NAB meeting was held in district #1. This was an informational meeting with a huge turnout.

##### **2015/2016 Goals:**

1. Work closer with the Neighborhood Liaison Ombudsman to develop a better system of keeping track of existing neighborhood associations such as contact information.
2. Develop a packet combining information from Tiana's packet, GPD, and Sharon's booklet to provide to new residence in neighborhoods.
3. Target neighborhoods that want to form a neighborhood association and have representatives from the committee and city staff guides them in this effort.

4. Reactivating inactive neighborhood associations such as: (1) North River Estates, Carolyn Glast needs assistance with getting them started (2) Hopkins, (3) Kearney Park, (4) South Greenville which Tiana did most of the work with this new association, and (5) Hillsdale neighborhood has are in the process of creating their own neighborhood association. Betty Hines has been working with them.
5. Continue the district meetings in the neighborhoods. This has been extremely beneficial.

#### **The Publicity Committee – No Report**

**The Sustainability Committee** main responsibility is to present a “Landlord Award. Ann Maxwell will chair this committee.

Chairperson Brenda Diggs spoke with Polly Piland from the South Hall community. Ms. Piland is concerned about some things that may affect her neighborhood. She may be able to bring those concerns to the October meeting.

Misun’s students were awarded a Planning Award for “Picture Your Neighborhood” for their efforts with the video presented during the 2015 symposium.

On September 19<sup>th</sup> 3:00PM – 8:00PM Misun’s students will be making art in the community by painting the mural on Jarvis & Third Street. Painting will be by number. There will be music, drinks and perhaps some food.

And Maxwell reminded everyone to leave September 14<sup>th</sup> open for the Horizon’s informational meeting to the community. Location will be announced.

On September 12<sup>th</sup> and 19<sup>th</sup> The Greenville Guardian will be hosting in the City Council Chambers debates with the Mayor and City Councilperson.

First debate will be September 12<sup>th</sup> 10:30am to noon

Second debate will be September 12<sup>th</sup> 1:30pm to 4:00pm

Third debate will be September 19<sup>th</sup> 10:30am to noon

Fourth debate will be 1:30pm to 4:00pm

A candidates forum will be held September 17<sup>th</sup> 6:30pm to 8:30pm in the Carolina East neighborhood.

#### **B. Staff Report**

The development of a neighborhood resource and organization guide is underway. Over the summer Mike Greene, Graduate Intern, began the creation of a tool to assist neighborhoods in identifying assets and structuring their associations. This will be available in coming months.

No further action has been taken on the bylaws for the NAB because they are currently awaiting City Attorney’s approval.

Elections for chair and vice-chair will be held in September. Board members interested please contact Tiana. New officers will take their post at the October meeting.

Orientation will be held for new board members all at once. A date will be determined.

**8. Public Comments - Limit 3 minutes each**

THREE (3) MINUTES ALLOTTED PER SPEAKER

FIFTEEN (15) MINUTES ALLOTTED FOR THE PUBLIC COMMENT PERIOD

**9. ADJOURN**

**MOTION TO ADJOURN**

Motion: Ann Maxwell

Second: Carolyn Glast

Motion Passed

Having no further business, the meeting adjourned at 7:41PM.

Respectfully submitted,



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Tiana Keith, Neighborhood Liaison Ombudsman