



*Find yourself in good company®*

## **NEIGHBORHOOD ADVISORY BOARD A G E N D A**

Thursday, November 17, 2016, 6:00 PM  
City Hall Conference Room 337

200 W. Fifth Street  
Greenville, NC 27835

---

- 1) Call to Order – Betty Hines, Chair
- 2) Roll Call
- 3) Approval of the Agenda - Additions/Deletions
- 4) Approval of Minutes – October 20, 2016
- 5) Public Comments – Limit 3 minutes each
  - THREE (3) MINUTES ALLOTTED PER SPEAKER
  - FIFTEEN (15) MINUTES ALLOTTED FOR THE PUBLIC COMMENT PERIOD
- 6) Presentation: Lisa Kirby, City of Greenville Watershed Master Plan Presentation
- 7) Staff Reports
  - A. Community Development Staff
  - B. Police Liaison
- 8) Committee Reports
  - A. Community Building Committee
  - B. Land Use / City Services Committee
  - C. Public Safety Committee
- 9) Old Business
  - A. Discussion of Symposium
- 10) Announcements
- 11) ADJOURN

**NOTE:**

To maintain order of the board and clarity of recording, please allow one person to speak at a time. Thank you.



Find yourself in good company®

**Neighborhood Advisory Board (NAB)  
SUMMARY MINUTES**

Thurs. Oct. 20, 2016 @ 6:00PM  
City Hall Conf. Rm. 337

200 West Fifth Street  
Greenville, NC 27835-7207

**BOARD MEMBERS AND ALTERNATE MEMBERS PRESENT:**

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	Margaret Hrushesky - x	1
Betty Hines, Chair - *	2	Joyce Williams - *	2
Ann Maxwell - *	3	Laura McKenna - *	3
Blythe Tennent Vice Chair - *	4	Merry Sandra Kennedy - *	4
Sharon Stang - *	5	Brenda Diggs - *	5
<b>NEIGHBORHOOD ADVISORY BOARD ALTERNATE MEMBERS</b>			
<b>NAME</b>	<b>DISTRICT</b>	<b>NAME</b>	<b>DISTRICT</b>
Charlotte Smith - x	1	Karen Jenkins - *	4
Twinna Dennis - *	2	Misun Hur - *	5
Ann Hamze - x	3		

City Staff Present: *Community Development Department:* Tom Weitnauer, and Gwen Turnage; *Police:* Chris Viverette

1. **Called to Order** – Betty Hines, Chair
2. **Roll Call** – Gwen Turnage
3. **MOTION TO APPROVE OF THE AGENDA**  
 Motion: Carolyn Glast                                      Second: Sharon Stang  
 Motion approved
4. **MOTION TO APPROVE THE SEPTEMBER 15, 2016**  
 Motion: Ann Maxwell    Second: Joyce Williams  
 Motion approved
5. **Public Comments** – Limit 3 minutes each  
 No public comments

## **6. Presentation: Tom Weitnauer, Chief Planner**

At the request of the Land Use / City Services committee chair, Brenda Diggs, Tom provided an online self-directed presentation, "Fostering a Resilient City" that he will place online for public view. This presentation was designed as an overview of the Comprehensive Plan for neighborhoods to use as an educational tool. The plan sets the goals and policies, reference other plans, and projects approved. Construction and projects reviewed under regulations are not included in the plan. Tom explained that questions regarding the online presentation will be directed to a planner in the Planning division *online*. Additionally the Comprehensive Plan may be found online via Community Development website on the Planning Division's web page, the library, City Clerk's Office, and the Planning Division office for a \$70.00 fee. The Planning Division is located at 201 West Fifth Street.

- A question from Tom's presentation states, "NC Statutes states zoning should be made in accordance with the Plan", is this a true statement? Tom said he would research this question and provide an answer to the board.

## **7. Staff Reports**

### **A. Community Development Staff**

No report

### **B. Police Liaison**

Sgt. Chris Viverette expressed sincere appreciation, on behalf of the Police Department, for the support they received from the public during Hurricane Matthew. Sgt. Viverette explained that the main Police Headquarters' located on Greene Street had several customer service technicians on the first floor for citizen contact. The service technicians have moved to three sub-stations located in the south, east and west zones throughout the city to better assist neighborhoods and the City of Greenville. Unfortunately, during the transition process phones experienced issues. These issues have been corrected. Chris provided the following phone numbers (252) 329-4358 and (252) 329-4302. Citizens should continue to call 911 for emergency.

## **8. Committee Reports**

Chairperson Hines read the State Law that requires all boards and committees to post details of *all* meetings 48 hours prior to meeting.

### **A. Community Building Committee – Laura McKenna**

The Community Building Committee objectives were provided to the board as outlined in the NAB Work Plan 2016-2017 FY

- Help to establish new neighborhood/homeowners associations as requested
- Continue to hold some NAB meetings in districts to include and motivate community participation.
- Encourage NAB members to reach out to their district neighborhoods by contacting existing associations and to attend association meetings.
- Research existing associations to find what has been successful to keep them active and the challenges they face
- Work with City of Greenville staff to procure funds to continue with welcome packets
- Suggested working with city staff to have symposium every-other-year

**B. Land Use / City Services Committee – Brenda Diggs**

The Land Use / City Services Committee objectives were provided to the board as outlined in the NAB Work Plan 2016-2017 FY

- Provide talent bank applications for neighborhood / homeowner associations and NAB Liaisons. Link “Talent Bank” application to NAB page on city website
- Invite Chief Planner to give an overview presentation of Horizon’s Plan 2016 to NAB members for better understanding of the plan and the process that will guide development in the city over the next ten years.
- Request Public Information Officer (PIO) to develop program for broadcast on GTV9 to provide information about citizen led boards and commissions established by the City Council to encourage involvement in local government.
- NAB will provide support to individual neighborhoods regarding requests that are presented to Planning & Zoning (P&Z) and Board of Adjustment (BOA) that could impact quality of life.

**C. Public Safety Committee – Ann Maxwell**

The Public Safety Committee objectives were provided to the board as outlined in the NAB Work Plan 2016-2017 FY

- Meet with the new community outreach police officer in planning our NAB educational sessions.
- Plan with the police officer a session for the NAB January meeting that will give an overview of neighborhood policing, crime maps, crime analysis, and strategies used in neighborhood policing with an emphasis on “Neighborhood Watch”.

- Plan a session for the February NAB meeting on the topic of Bias Training for our Police Officers.
- Meet with a representative of the Greenville Police Department to get a deeper understanding on the content and logistics needed for each of the topics
- Develop a detailed description of all topics and training design to present to the board
- Present the education component to the board at the January meeting and identify board members who want to host the educational program in their districts
- Develop a 2-3 hour workshop based on the request of the host district including, identifying speakers, venue and any educational materials needed
- Work with host board member(s) to recruit participants
- Develop flier and web based materials need to promote the program
- Work with host to identify logistical needs at the site including food
- Send out any invitation letters if needed
- Create an evaluation form
- Hold workshop
- Collate evaluation data and present to NAB

#### **9. Old Business – Adoption of Work Plan**

##### **MOTION TO ADOPT THE WORK PLAN**

Motion: Ann Maxwell

Second: Brenda Diggs

Motion approved

##### Discussion:

The board wanted to know if the work plan could be modified. Betty explained that the goals for each sub-committee are final. The action and timeline for each sub-committee may be modified. A board member wanted to know what items fall in the category of modification. Several discussions have taken place concerning cancelling the annual symposium. The board will discuss this topic more in January 2017.

#### **10. Announcement**

A board member spoke about the anxiety associated with floods from Hurricane Matthew. The anxiety and memories from Hurricane Floyd not only affected members' district, but their neighbors and others in the community.

##### **MOTION TO CANCEL THE DECEMBER 15, 2016 MEETING**

Motion: Carolyn Glast

Second: Joyce Williams

Motion approved

## **11. ADJOURN**

### **MOTION TO ADJOURN**

Motion: Merry Sandra Kennedy      Second: Joyce Williams

Motion Passed

Having no further business, the meeting adjourned at 7:57PM.

Respectfully submitted,

---

Ben Griffith, Community Development Director