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**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"

NEIGHBORHOOD ADVISORY BOARD MEMBERS			
NAME	DISTRICT	NAME	DISTRICT
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
NEIGHBORHOOD ADVISORY BOARD ALTERNATE MEMBERS			
NAME	DISTRICT	NAME	DISTRICT
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 THE AGENDA**

Motion: Carolyn Glast Second: Sharon Stang

Motion approved

4. **MOTION TO APPROVE THE SEPTEMBER 15, 2016 MEETING MINUTES**

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 Weitnauer 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. 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, and City Clerk's Office. The Planning Division office will provide a paper copy 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 city phones experienced issues ringing to the correct site. 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 at the November 17, 2016 meeting.

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' districts, 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