

COMMUNITY APPEARANCE COMMISSION MINUTES

October 4, 2017
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:

Scott Johnson, Chair
Lettie Micheletto

Thomas Alligood
William Wooten III

Chris Mansfield

Community Appearance Commission Members Absent:

Michael Slocum
Todd Brown

Jonathan Taft

Kellie Gonzalez

Staff Present:

Domini Cunningham, Planner I
Christi Williamson, Neighborhood Ombudsman

ROLL CALL

Domini Cunningham took roll and Chairman Johnson confirmed that the CAC had a quorum.

PLEDGE OF ALLEGIANCE

Commission members pledged allegiance to the flag of the United States of America.

APPROVAL OF AGENDA: October 4, 2017

Motion was made by Mr. Mansfield and seconded by Mr. Wooten to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES: February 1, 2017

Motion was made by Mr. Alligood and seconded by Mr. Wooten to approve the December 7, 2016 minutes. Motion carried unanimously.

ANNOUNCEMENTS

Domini Cunningham notified the Commission of three CAC Ryan Naziri, Jorgette

Mullins, and Ryan Beeson and the addition of the newest addition to the Commission, Lettie Micheletto
Chris Mansfield announced that he will be resigning after the October 4th, 2017 meeting

CITY STAFF INTRODUCTIONS AND COMMENTS

Domini Cunningham introduced Christi Williamson, Neighborhood Ombudsman
Message from Elizabeth Blount was relayed to the Commission to complete the review of the Bylaws.

The Commission was notified of Staff's requirement to notify City Council after two consecutive missed meetings due to a lack of quorum. After the second missed scheduled meeting, City Council will make a decision to disband the Commission or appoint a new member.

Scott pointed out the need for additional appointments to the Commission by Council to ensure quorum is met.

CONTINUED BUSINESS

Bylaws Review

Meetings are to be every other month on even numbered months.

Article 8 Quorum should be changed to majority of total seated members.

Article Section 2 to be revised stating that meeting are held bi-monthly on even numbered months.

Motion made by Mr. Mansfield and Seconded by Mr. Wooten to approve the Community Appearance Commission Handbook as noted. Motion carried unanimously.

NEW BUSINESS

Elections

Motion made by Mr. Mansfield and seconded by Mr. Wooten to hold elections annually in October with terms to begin in the first meeting of the following calendar year. Motion carried unanimously.

Mr. Thomas Alligood nominated uncontested and confirmed as CAC Chair for 2018

Mr. William Wooten III nominated uncontested and confirmed as Vice Chare

Community Appearance Award Nominations

Chairman Johnson explained the procedures and criteria for submitting nominations. He requested votes and the nominees with the most number of votes for February were selected: Public House-Dickinson Avenue. Mr. Wooten volunteered to take the sign, the certificate and letter the Public House. Domini Cunningham explained the star tracking system to indicate how long a nominee has been on the list.

If a nominee remains on the list for 3 meetings without winning, they may not be re-nominated for 1 year after the initial nomination.

Neighborhood Improvement Grants

Christi Williamson presented Elmhurst Neighborhood Improvement Grant to install a park Bench. Motion made by Mr. Mansfield and seconded by Mr. Wooten to approve this Neighborhood Improvement Grant. Motion carried unanimously.

Christi Williamson presented Stratford Neighborhood Improvement Grant to install landscape improvements at the south side of the entrance to Stratford Neighborhood. Motion made by Mrs. Micheletto and seconded by Mr. Mansfield to approve this Neighborhood Improvement Grant. Motion carried unanimously.

Deadline for spring is May 15th. These applications will be reviewed in June

CAC Award Nomination Deadline Schedule

Domini Cunningham presented a list of dates which will serve as nomination deadlines for the upcoming meetings

PUBLIC COMMENTS

MEMBER COMMENTS AND ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

Motion made by Mr. Johnson and seconded by Mr. Wooten to adjourn the meeting at 6:30 pm. Motion carried unanimously.

Respectfully submitted,

Domini Cunningham, Planner I
252-329-4512