

## **COMMUNITY APPEARANCE COMMISSION MINUTES**

October 2, 2013  
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:**

Myron Caspar  
Brenda Diggs  
Lucy Fox  
Fred Wright

J. Scott Johnson, Chair  
Lynn Caverly  
Diane Kulik

Rebecca Powers  
Cora Tyson  
Joanne Robertson

### **Community Appearance Commission Members Absent:**

Mark Abboud

Staff Present: Mike Dail, Planner II; Kevin Heifferon, Public Works; Elizabeth Blount, Secretary

### **PLEDGE OF ALLEGIANCE**

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

### **APPROVAL OF AGENDA: OCTOBER 4, 2013**

Amendments: Community Appearance Awards were for October and not May and June

Motion was made by Mr. Myron Caspar and seconded by Ms Lynn Caverly to approve the amended agenda. Motion carried unanimously.

### **APPROVAL OF MINUTES: SEPTEMBER 4, 2013**

Amendments: Page 1, change "quite" to "quiet"; Page 5, change "Cory" to "Cora" and adjournment was 6:45 instead of 7:45 pm.

Motion was made by Ms. Cora Tyson and seconded by Ms. Rebecca Powers to approve the September 4, 2013 minutes. Motion carried unanimously.

### **ANNOUNCEMENTS**

Mr. Myron Caspar: Can the board check on Mark Abboud still being a board member

Mr Scott Johnson noted there was a posting for accepting applications for a CAC member and asked staff who posted it on the web.

Mr. Mike Dail : I am aware of it and stated that he has missed four consecutive meetings.

Ms Diane Kulik distributed attendance sheet information.

Mr. Scott Johnson: Officially Mark Abboud is off the board.

Mr. Myron Caspar: Notification needs to be sent to the City Clerk's office. A letter of commendation should be sent to Mark for his service previously on the board.

Ms Cora Tyson: Asked for an updated list of members.

Mr. Scott Johnson: Mike, please email it along with the meeting package.

Mr. Scott Johnson asked the committee to consider a work plan.

Ms Cora Tyson: We should wait until we get a copy of the handbook.

Mr. Mike Dail: I am trying to find the latest edition of the handbook.

Mr. Scott Johnson: I will scan my copy and email it to Mike.

Mr. Mike Dail: Does committee want a hard copy or an email version

Mr. Scott Johnson stated that Mike will email copy of the handbook to members and only provide hard copies upon request.

### **ADDITIONAL ITEMS ADDED TO AGENDA BY SCOTT JOHNSON**

Work Plan – will be added to agenda after everyone reviews the handbook

Education and Understanding of Commission – have a different city department come every month to make a presentation on how their work interrelates to CAC. The following were suggested:

November – Neighborhood Advisory Board- Brenda Diggs, NAB chairman

December – Code Enforcement

January – Planning Division -Thomas Weitnauer, Chief Planner

February – Public Works - Kevin Heifferon, Building & Grounds Supervisor

### **ANNOUNCEMENTS**

October 12 is Community Tree Day. ReLeaf will buy all the trees and Kevin Heifferon solicited CAC members to volunteer. Myron Caspar, Fred Wright and Lynn Caverly

volunteered to participate.

**NEW BUSINESS**

**Community Appearance Awards**

Ms Lucy Fox presented award to Jonathan, metal sculptor. He was excited. Mr. Myron Caspar presented award to Mr. Dietrich and took pictures. He plans to plant additional trees this fall.

Ms Diane Kulik inquired about her purchasing an additional free standing sign for the awards. Mr. Dail stated that the Community Development Director stated that is was fine for her to do so. Ms Brenda Diggs will verify the price.

Commission members submitted names. Candidates included: Sup Dogs, Vitamin Shoppe, AT&T Retail. The October recipient is Sup Dogs. Mr. Myron will make the presentation to Sup Dogs

**Adopt-A-Street**

ECU Music Therapy would like to adopt Hickory Street. Motion was made by Ms Rebecca Powers and seconded by Ms Diane Kulik to approve the adoption. Motion passed.

**Proposed Parking Resolution**

Ms Brenda Diggs stated that the resolution was drafted by former CAC chair and commission would need to take further action.

Mr. Dail: The resolution is asking for council to eliminate front yard parking.

Mr. Myron Caspar: The resolution is a dead issue because the council passed a parking ordinance. Motion was made by Mr. Myron and seconded by Ms Rebecca Powers to table issue until December to discuss with Code Enforcement. Motion passed.

**ADJOURNMENT**

Motion was made by Mr. Johnson and seconded by Ms. Cora Tyson to adjourn the meeting at 6:31 pm. Motion carried unanimously.

Respectfully submitted,

Mike Dail  
Planner