

COMMUNITY APPEARANCE COMMISSION MINUTES

June 2, 2010
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:

Mark Abboud	Valerie Guess
Myron Caspar, Vice-Chair	Troy Jensen
Dana Coles, Chair	Redeem Robinson
Brenda Diggs	

Community Appearance Commission Members Absent:

Perry Kachroo Albi McLawhorn LaRonda Hodges Kathryn Swope

Staff Present: Delbert Bryant, Public Works; Sandy Gale Edmundson, Secretary; Cori Hines, Neighborhood Liaison/Ombudsman; and Niki Jones, Planner

Others Present: Kandie Smith, City Council Liaison

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA: JUNE 2, 2010

Motion was made by Mr. Troy Jensen and seconded by Mr. Myron Caspar to approve the June 2, 2010 agenda. Motion carried unanimously.

APPROVAL OF MINUTES: MAY 5, 2010

Motion was made by Mr. Troy Jensen and seconded by Mr. Mark Abboud to approve the May 5, 2010 minutes. Motion carried unanimously.

INTRODUCTION OF VALERIE GUESS

Valerie Guess was introduced to the Commission as the most recently appointed member.

NEW BUSINESS

June Community Appearance Awards Voting and Nominations

The Commission voted for the landscaping at the Pitt-Greenville Airport as the winner of the June appearance award.

The Commission nominated the new Duncan Donuts near Hastings Ford.

Update on Multifamily Trash Receptacles

Ms. Coles: Mr. Bryant will give an update on the multifamily trash receptacles. This issue was brought up because of the trash that was overflowing at the multifamily complex on Kristen Drive.

Mr. Bryant: The dumpster at Kristen Drive is not full. What happens is the children are not tall enough to throw the trash into the dumpster, so the children place the trash around the dumpster. Houses across the street are throwing trash in the dumpster when they are not supposed to place their trash there. The dumpster is dumped twice a week.

Mr. Abboud: Does Public Works pick the trash up off of the ground?

Mr. Bryant: Yes, Public Works picks it up off of the ground.

Mr. Hines: Meetings have occurred to tell the residents how to dispose of trash properly. The dumpster is not for the single family homes across the street.

Ms. Coles: The children are using the dumpster improperly.

Mr. Caspar: Does this happen a lot?

Mr. Bryant: No, it does not happen often. Staff will be educating through letters and knocking on doors to let the public know.

Mr. Hines: The area consists of 90% rental property and 10% home occupied property.

Mr. Jensen: Will having individualized trash cans help?

Mr. Jones: There would be too many trash cans.

Mr. Caspar: Shouldn't the dumpster lid be kept closed?

Mr. Bryant: Correct...

Mr. Caspar: Many dumpsters do not have lids and lids are not closed.

Mr. Bryant: Lids should be closed. Some elderly residents ask to keep lids open.

Mr. Caspar: Is there an ordinance where a dumpster can be located.

Mr. Bryant: The dumpster should be no closer than twenty (20) feet to a building.

Mr. Caspar: Sorority houses and apartments have dumpsters next to telephone poles and next to the curb. Dumpsters are unappetizing.

Mr. Jones: New standards do not allow dumpsters to be placed there anymore, but the old are grandfathered in.

Mr. Caspar: Is there an ordinance as to how many cars can go in a parking?

Mr. Jones: Again, we are talking about retrofitting.

Ms. Diggs: There is no pad. There is no enclosure at the dumpster pictured. Could the owner be required to build an enclosure?

Mr. Bryant: The dumpster is on the pad. There was an enclosure with trash lying outside the enclosure.

Ms. Guess: Can the dumpster be a lower one?

Mr. Bryant: They quit putting trash in the lower ones. Residents will not look in to see if the dumpster is empty.

Mr. Abboud: Trash is organized and picked up in Greenville. The guys do an outstanding job and deserve a thank you to the workers from the Commission.

Ms. Diggs: The Public Works men do an excellent job.

Ms. Coles: Thank you for coming and informing us about this problem.

Ms. Diggs: Are broken toilets picked up?

Mr. Bryant: No, the City does not pick up broken toilets. Guy should leave a sticker that they have to take toilets to Allen Road.

Mr. Robinson: A washer and dryer have been sitting a Pirates Place for a while.

Mr. Bryant: Public Works will take care of it. In the future, please call Public Works to let them know to pick up.

Mr. Hines: The owner of the multifamily complex on Kristen Drive has hired someone to pick up the trash.

Neighborhood Improvement Grants – Cori Hines

Mr. Hines: An update of some of the past projects.

Old Westhaven neighborhood has kiosk and neighborhood watch program signs.

Treetops neighborhood has a new sign and landscape improvements.

Elmhurst/Englewood neighborhood has developed a website for community watch, photographs and marketing.

COG Hill neighborhood has launched a website with information relevant about the neighborhood.

Mr. Hines: Neighborhood improvement grant applications have been submitted for the spring 2010 cycle. The subcommittee has met and recommends funding of the applications at various levels.

Cherry Oaks North neighborhood has proposed landscape improvements along Firetower Road with a requested funding of \$750.00. Recommended funding by the subcommittee is \$750.00.

Colonial Height neighborhood has proposed landscape improvements around the entrance sign, block party and house numbers with a requested funding of \$750.00. Recommended funding by the subcommittee is \$292.00 to fund landscaping around one neighborhood sign and stenciling project.

Greenfield Terrace neighborhood has proposed landscape improvements around entrance sign with a requested funding of \$730.00. Recommended funding by the subcommittee is \$730.00.

River Hills neighborhood has proposed entrance sign improvements with a requested funding of \$750.00. Recommended funding by the subcommittee is \$750.00.

Shenandoah neighborhood has proposed a tool shed with a requested funding of \$750.00. The subcommittee felt that a sign would be better to fund, because the sign is so old. Recommended funding by the subcommittee for the neighborhood sign is \$750.00.

Willoughby Park neighborhood has proposed a bicycle rack with a requested funding of \$750.00. Recommended funding by the subcommittee is for partial funding of \$478.00.

Mr. Hines: The total funding recommended by the subcommittee is \$3,750.00.

Mr. Robinson: Who makes the proposals?

Mr. Hines: The neighborhoods submit the proposals.

Mr. Abboud: Are there any bike racks?

Mr. Hines: No.

Ms. Coles: Bicycle racks help the neighborhoods promote exercise and safe neighborhoods.

Ms. Diggs: Is every neighborhood funded?

Ms. Coles: A percentage of the amount requested is funded.

Mr. Abboud: Neighborhoods feel the City cares about neighborhoods. There are incentives for neighborhoods to work with the City.

Ms. Diggs: Why is the amount for Colonial Heights so much lower?

Ms. Coles: The amount is lower, because they have received past grants. Is there anymore discussion?

Motion was made by Mr. Troy Jensen and seconded by Mr. Myron Caspar to approve the recommended funding of the subcommittee for the neighborhood proposals. Motion carried unanimously.

ADOPTION OF THE ANNUAL WORK PLAN

Ms. Coles: The Commission is being asked to adopt the 2010 – 2011 Work Plan.

Motion was made by Mr. Troy Jensen and seconded by Mr. Mark Abboud to approve the 2010 – 2011 Work Plan. Motion carried unanimously.

Ms. Coles: The approved work plan will be submitted to City Council of initiatives and goals for the upcoming year.

Greenville Community Appearance Commission Proposed 2010-2011 Work Plan

Revised May 25, 2010

The Community Appearance Commission provides recommendations to city staff and the city council on many issues within the City of Greenville. The primary objective of the commission is to initiate, promote, and assist in the implementation for the beautification and appearance of the general community. This commission serves as a link to public-private partnerships which helps facilitate both efficiency and effectiveness. Citizen groups such as neighborhood associations, garden clubs, and other community organizations all have worked hand-in-hand with this commission.

Section 1. Initiatives of the Greenville Community Appearance Commission

For its 2010 work plan, the Commission has encouraged each of its four subcommittees to better assist, encourage, and promote appearance related activities within the City of Greenville. The commission's chairperson, Dana Coles, was an ex-officio member of each committee.

Policy and Procedure Committee (Twice-a-year)

Members: Albi McLawhorn & Perry Kachroo

Work Plan Items:

- Continue to review and revise the by-laws as necessary.
- Make suggestions and recommendations on up-coming ordinances/policy changes.
- Make an effort to work with the other commissions and committees to ensure that information used and distributed is up-to-date.
- Initiate the "Eye-sore Challenge" in which problem areas within the community are identified and solutions to fixing the eye-sore are implemented.
- Produce educational items (e.g. brochures) which will help to educate the community on appearance issues.

Awards/Design Review Committee (Quarterly)

Members: Myron Caspar, Troy Jensen, & Albi McLawhorn

Work Plan Items:

- Make nominations at quarterly sessions, in conjunction with monthly meetings
- Pursue new funding opportunities for the biennial awards (e.g. private opportunities)
- Continue to promote and market awards

Neighborhood Grants Committee (Twice-a-year)

Members: Brenda Diggs

Work Plan Items:

- Ensure that this committee thoroughly reviews the guidelines every year for areas of needed reform.
- Keep in contact with prior recipients of the grant funds.
- GTV spot – Cori Hines

Community Service Committee (Twice-a-year)

Members: Mark Abboud & Kathryn Swope

Work Plan Items:

- Continue to look for more opportunities and partnerships
- Begin to look for funding opportunities to carry out projects.
- Pick two (2) projects a year
 - Rebuilding Together/ Spring Project
 - Winter Project
- Improve Spring Clean-up***
- Adopt-a-Street Program

Section 2. Annual Responsibilities of the Community Appearance Commission

Each year, the Community Appearance Commission must complete a slate of activities that are required by either a previous precedent or adopted city code. Those items for the upcoming year include:

Work Plan Items:

- CAC Elections
 - The Greenville Community Appearance Commission consists of eleven (11) citizen volunteers who bring a range of experiences, expertise, and perspectives. The Greenville City Council appoints Community Appearance Commissions to three-year terms. The CAC chairpersons are elected each September after the 2 month hiatus.
- Neighborhood Improvement Grants
 - Neighborhood Improvement Grants are awarded on a bi-annual basis. In advance of the application deadline, staff and the CAC members conduct a review process, and then make recommendations on awards. Each awardee must be within the approved guidelines of the grant program. **(Funded)**
- Publicity and Marketing
 - The Wild Flower Project **(Funded)**
 - Traveling to sites/destinations for educational purposes
- CAC Awards
 - One award is given per month to a business, industry, multi-family complex, or a public space that exemplifies excellence in community appearance. These locations are nominated by CAC members monthly, and quarterly. **(Funded)**
 - Funding for a monetary prize will be considered.
- CAC Annual Report
 - Every year, the Chair of the CAC presents to the Greenville City Council a report on the CAC's accomplishments during the previous fiscal year. This report is not only an opportunity to update Council on the progress of its commission; it is an opportunity to raise awareness of community appearance among key policymakers.
- Adopt-a-Street Program
- Eye-Sore Challenge

Adopt-A-Street Discussions

Mr. Abboud: The Community Appearance Commission has agreed to adopt a street in the City of Greenville to keep clean and to talk to neighbors. Kristen Drive, old Tobacco Road, is being proposed as the street to be adopted by the Commission.

Ms. Coles: The Commission will clean the street two times a year.

Mr. Abboud: The Commission can clean the area more. The children really helped with the cleanup at the Spring Cleanup.

Motion was made by Mr. Mark Abboud and seconded by Ms. Valerie Guess to make an Adopt-A-Street application with the City of Greenville for the Community Appearance Commission to adopt Kristen Drive. Motion carried unanimously.

ADOPT-A-STREET APPLICATION

Mr. Jones: The Pitt County Adult Drug Treatment Court Program would like to adopt Greene Street from West First Street down to Dickinson Avenue.

Motion was made by Mr. Myron Caspar and seconded by Mr. Troy Jensen to approve the adoption of Greene Street from West First Street down to Dickinson Avenue by the Pitt County Adult Drug Treatment Court Program. Motion carried unanimously.

SUBCOMMITTEE REPORTS

Ms. Coles: Cori Hines and I have been working on the wildflower project to plan flowers in vacant lots. Land will be tilled this summer and flowers will be planted in the fall.

Ms. Guess: How many lots will be planted?

Mr. Hines: Six to nine lots will be planted.

ADJOURNMENT:

Motion was made by Ms. Valerie Guess and seconded by Mr. Myron Caspar to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Niki Jones
Planner

