



**NEIGHBORHOOD ADVISORY BOARD  
SUMMARY MINUTES  
THURSDAY, OCTOBER 20, 2011 @ 6:30 PM  
BOYS AND GIRLS CLUB OF PITT COUNTY  
621 WEST FIRE TOWER ROAD**

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**BOARD MEMBERS PRESENT:**

Members present are denoted by an “\*” and members absent are denoted by an “x”.

NAME	DISTRICT	NAME	DISTRICT
VACANT	1	Vivian Kennon x	1
Lillian Outterbridge, Vice *	2	Rodney Bailey x	2
Ann Maxwell, Chair *	3	Vince Bellis *	3
Rick Smiley x	4	Caroline Doherty *	4
Jane Munson x	5	Brenda Diggs *	5

**ALTERNATE MEMBERS/LIAISONS PRESENT:**

NAME	DISTRICT
Lamont Black	1
Laura McKenna	3
Scott Hucks	4

**CITY STAFF PRESENT:**

Merrill Flood, Director of Community Development Department; Laura Searfoss, Neighborhood Liaison/Ombudsman; Gwen Turnage, Administrative Assistant; and Corey Barrett, Code Enforcement Officer.

**CITY COUNCIL MEMBERS PRESENT:** Max Joyner, Jr.

**MEETING AGENDA, DISCUSSION, AND ACTIONS:**

**I. ROLL CALL**—Quorum was established

Tonight’s meeting was a community meeting hosted in City Council District 5.

**Welcome**—Brenda Diggs, President of The Oaks Neighborhood Association, welcomed everyone and thanked them for coming out to support their community.

**NAB introduction**—Lillian Outterbridge, Laura Searfoss, and ECU planning students provided a brief introduction of the Neighborhood Advisory Board.

**Explanation of meeting format**—Ms. Searfoss explained that each table would respond to the following three questions:

1. What challenges does your neighborhood face?
2. What actions would strengthen your neighborhood?
3. How can we get more people involved in your neighborhood?

Participants would then share their responses in their small groups, where a recorder would document all the responses. Upon completion of the meeting, Ms. Searfoss would refer action items to city departments for resolution or further consideration.

**Facilitated Discussion**—Ms. Searfoss is preparing a report that catalogs the common themes among groups and explains how the city departments are responding to citizens' requests from the meeting.

**Code Enforcement Questions and Answers**—Corey Barrett, Code Enforcement Officer, answered questions on behalf of Officer Larry Hopkins, who handles code violations throughout District 5. Mr. Barrett explained the procedures of reporting a violation and reasons why a violation may not be remedied immediately.

**MOTION TO ADJOURN**

Motion: Brenda Diggs  
Second: Melissa Tilley

Having no further business, the meeting adjourned at 9:09PM.

Respectfully submitted,

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Laura Searfoss,  
Neighborhood Liaison Ombudsman  
*Community Development Department*