



## Neighborhood Advisory Board MINUTES

Thurs. August 21, 2014 @ 6:30PM  
City Hall Conf. Rm. 337

200 West Fifth Street  
Greenville, NC 27835-7207

### BOARD MEMBERS PRESENT:

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

NAME	DISTRICT
Carolyn Glast *	1
Betty Hines *	2
Ann Maxwell *	3
Lisa Wilbourne x	4
Sharon Stang, Vice Chair *	5

NAME	DISTRICT
Kim Carney *	1
David Douglas *	2
Laura McKenna *	3
Caroline Doherty x	4
Brenda Diggs, Chair *	5

Alternate members present in the absence of board members are listed below.

NAME	DISTRICT
Blythe Tennant *	4

Community Development Department: Merrill Flood, Tiana Keith, and Gwen Turnage; Public Works: Lisa Kirby; Police: Susan Bass.

- 1) **Call to order** - Brenda Diggs, Chair
- 2) **Roll Call** - A quorum was established
- 3) **Approval of the August 21, 2014 Agenda**  
**Motion:** Kim Carney                      **Second:** Ann Maxwell  
 Motion Passed
- 4) **Approval of the June 19, 2014 Minutes**  
 Corrections to the minutes, therefore approval of the June 19<sup>th</sup> minutes will be taken during the September 18<sup>th</sup> meeting.
- 5) **Watershed Master Plan** – Lisa Kirby/Public Works and Inga Kennedy/Consultant:  
 Lisa Kirby showed a video of “Scene’s Around” that was developed to provide an overview of the Greenville Watershed Master Plans (WSMP). Following the video,

Lisa explained the work the field crews will be conducting citywide and provided copies for distribution. Additionally, Lisa explained that their crew workers will be wearing orange vests and carrying identification badges along with an information card containing a telephone number to call if anyone has questions. Inga Kennedy, consultant for the project, provided an overview of the public involvement plan activities and stresses the importance of the public participation during the study process. Inga also provided a WSMP questionnaire for board members to share with their neighborhoods. A series of public meetings will be scheduled to introduce the project and accept additional feedback. It is anticipated that the questionnaire process of the plan will be completed by the end of October with preliminary findings to formally introduce the plan to the community. Tiana will forward information to NAB members received from Inga Kennedy concerning Greenville's WSMP.

**6) Update of Neighborhood Story Map Project** –Tiana Keith, Neighborhood Liaison

Tiana explained that the story map is on the City of Greenville's web page and the Planning Division's web page. The purpose of the story map is to capture the sentiments and physical qualities of various neighborhoods that would be inviting to the public's view on the internet. Feedback and input should be forwarded to [tkeith@greenvillenc.gov](mailto:tkeith@greenvillenc.gov).

**7) Presentation of 2013-14 Neighborhood Survey Results** – Misun Hur, NAB Alternate.

Misun Hur provided the metrology of the "Neighborhood" survey results and explained in detail how the results were measured. One of the purposes for the survey was to gather information about existing Greenville Neighborhood Associations to assist with the creation of new neighborhood associations.

**8) Old Business** – No business discussed

**9) New Business** – New Business discussed in items #10

**10) Neighborhood Website Analysis/Handbook Design** – Misun Hur, NAB Alternate Member

Misun will utilize five students from her fall 2014 class that will provide input with the design of the City's website. Each student will be responsible for exploring the City of Greenville website and other city's web sites to obtain information to present to

city staff. The students will create a survey to determine what information the board and city staff is looking for to place on the city's neighborhood sight.

## **11) Committee Report**

- A.** Membership Outreach – The committee compiled 100 personalized NAB packets for distribution during NNO. The packet included how to start a neighborhood association, staff contact information along with other neighborhood information.
- B.** Symposium Planning – The committee met and discussed the date of the 2015 symposium being in May. They are still working on their timelines.
- C.** Sustainability – The committee did not meet in August.

## **12) Other**

- A.** Member/Liaison Reports Announcements –
  - Several NAB members and liaisons praised Lt. Bass for her support and hard work with organizing the National Night Out (NNO) event that was held at various locations/neighborhoods throughout the city. Lt. Bass provided the NAB, various neighborhoods and city staff with outstanding assistance that strengthened the NNO event and brought awareness to neighborhoods. Lt. Bass coordinated Smelter cooking for a neighborhood, purchased book bags for children going back to school, and personally grocery shopped for several neighborhoods to assure they had items for the event. The Police Department was able to financially support several neighborhoods by purchasing food and giveaways. Lt. Bass explained that the Police Department was able to provide assistance because of a generous grant the Police Department received. She further expressed the contributions from the Police Department for NNO varies from year-to-year contingent upon available funds. This year's event included 23 neighborhoods which elevated the local NNO participation making this year's NNO event the largest for the City of Greenville.
  - Action for the unfilled seat in district #4 held by Lisa Wilbourne will be discussed during the September 18<sup>th</sup> meeting.
- B.** Staff Report – Tiana Keith, Neighborhood Liaison

- Tiana Keith requested that the subcommittees submit their timelines to her by September 5<sup>th</sup> in order to be included in the official workplan update that will be provided to members during the September 18<sup>th</sup> NAB meeting.
- Alcohol in the Park. Mr. Gary Fenton, Public Works Director will put together a list of questions and answers that Tiana will forward to board members.

**13) Public Comments** - Limit 3 minutes each

THREE (3) MINUTES ALLOTTED PER SPEAKER – **NO ONE SPOKE**

FIFTEEN (15) MINUTES ALLOTTED FOR THE PUBLIC COMMENT PERIOD

**14) ADJOURN**

**MOTION TO ADJOURN**

**Motion:** Sharon Stang    **Second:** Kim Carney

Having no further business, the meeting adjourned at 8:00PM.

Respectfully submitted,

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Tiana Keith, Neighborhood Liaison Ombudsman

TK/gt