

COMMUNITY APPEARANCE COMMISSION MINUTES

September 3, 2014
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:

J. Scott Johnson, Chair
Cora Tyson
Brenda Diggs
Lynn Caverly

Diane Kulik
Myron Caspar
Joanne Robertson

Fred Wright
Rebecca Powers
Tyler Richardson

Staff Present:

Elizabeth Blount, Planner I
Kevin Heifferon, Public Works
Tiana Keith – Neighborhood Ombudsman

ROLL CALL

Elizabeth Blount took roll and Chairman Johnson confirmed the CAC had a quorum.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA: September 3, 2014

Motion was made by Ms. Powers and seconded by Mr. Caspar to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES: June 4, 2014

Ms. Powers stated that her name appeared as being present and absent and that she was absent for the June meeting. Motion was made by Ms. Powers and seconded by Mr. Caspar to approve the June 4, 2014 minutes with the noted correction. Motion carried unanimously.

ANNOUNCEMENTS

Ms. Kulik announced that she has resigned from the Commission due to a request to serve on the Police Community Relations Committee. Chairman Johnson announced

that Lucy Fox resigned also due to an increase in her private practice.

CITY STAFF INTRODUCTIONS AND COMMENTS

Ms. Blount introduced Tiana Keith, Neighborhood Ombudsman.

NEW BUSINESS

Neighborhood Improvement Grants

Ms. Keith reviewed the criteria for the Neighborhood Improvement Grants. She presented the following:

1. Cambridge -\$750 for covered LED flood lights
2. Colonial Heights- \$750 for renewal of website domain, markers, posters, newsletter printing, yard sale ad, 25 safety vests, 9 reusable paneled signs
3. Treetops General - \$750 for landscaping and lighting
4. Windsor Downs-\$750 for landscaping and solar lights, signs, banners, communication/office supplies

Motion was made by Mr. Caspar and seconded by Ms. Fox to table the request from Treetops General in order to receive more information about the organization of the association. Motion passed unanimously.

Mr. Caspar stated that copies of applications should be provided to the Commission members prior to the meeting. Motion was made by Ms. Diggs and seconded by Ms. Caverly to continue with the approval process without the copies of the applications. Those voting in favor: Wright, Robertson, Diggs, Caverly, Richardson. Those voting in opposition: Caspar, Powers, Tyson. Motion passed.

The Commission voted to approve the application from Cambridge. Those voting in favor: Diggs, Tyson, Wright, Robertson, Caverly. Those voting in opposition: Richardson, Caspar, Powers. Motion passed.

The Commission voted to deny the application for Colonial Heights. Those voting in favor: Diggs, Robertson, Caverly, Wright. Those voting in opposition: Tyson, Caspar, Powers, Richardson. Chairman Johnson casted the decided vote to deny the application.

The Commission voted to approve the application from Windsor Downs. Those voting in favor: Diggs, Tyson, Wright, Robertson, Caverly, Richardson. Those voting in opposition: Caspar and Powers.

Staff stated that the end of the fall Neighborhood Improvement Grant cycle was September 30 and the next CAC meeting was October 1. Staff also stated that the Commission requested that the Biennial Awards be presented during the October City Council Meeting which will bring the Commission members out two consecutive nights. Motion was made by Mr. Wright and seconded by Ms. Diggs to move the CAC meeting

to October 8 at 5:30 pm in order to give the Commission more time to review applications. Motion passed unanimously. Motion was made by Mr. Caspar and seconded by Ms. Tyson to move the Biennial Awards presentation during City Council Meeting to November. Motion passed unanimously.

Biennial Appearance Awards

Ballots were submitted for the final round of recipients. Staff stated that the artist will generate the lettering on the award by computer and the award will be placed in a floating frame without matting. The award will be named the "Biennial Appearance Award". The names of the recipients will be disclosed at the October meeting.

Community Appearance Awards

Commission members suggested several proprieties and were instructed to take pictures and send to staff by September 15.

Bylaws Review & CAC Secretary Position

Motion made by Ms. Powers and seconded by Ms. Tyson to table the bylaws review and CAC secretary position until next meeting. Motion passed unanimously.

PUBLIC COMMENTS

None

MEMBER COMMENTS AND ITEMS FOR FUTURE AGENDAS

Staff stated items for next month's agenda included Neighborhood Improvement Grants, Biennial Awards, Adopt-A-Street, Bylaws Review and CAC Secretary Position.

ADJOURNMENT

The Commission moved and seconded to adjourn the meeting at 6:35 pm. Motion carried unanimously.

Respectfully submitted,

Elizabeth Blount

Elizabeth Blount, Planner I
252-329-4608