



## Neighborhood Advisory Board MINUTES

Thurs. April 16, 2015 @ 6:00PM  
City Hall Conf. Rm. 337

200 West Fifth Street  
Greenville, NC 27835-7207

### BOARD MEMBERS AND ALTERNATE MEMBERS PRESENT:

Attendance is denoted by an “\*” and absentees are denoted by an “x”

NEIGHBORHOOD ADVISORY BOARD MEMBERS			
NAME	DISTRICT	NAME	DISTRICT
Carolyn Glast *	1	Kim Carney x	1
Betty Hines *	2	David Douglas *	2
Ann Maxwell *	3	Laura McKenna *	3
Blythe Tennent Vice Chair - x	4	Caroline Doherty x	4
Sharon Stang *	5	Brenda Diggs, Chair *	5
NEIGHBORHOOD ADVISORY BOARD ALTERNATE MEMBERS			
NAME	DISTRICT	NAME	DISTRICT
VACANT	1	Harry Stubbs - *	4
Ann Tess - x	2	Misun Hur - x	5
Vince Bellis - x	3		

City Staff Present: Gwen Turnage, Administrative Assistant (CD); Cpl Chris Viverette Code Enforcement Division Commander (PD):

Council Member Rick Smiley attended the meeting

- 1) **Call to Order** – Brenda Diggs
- 2) **Roll Call** – Gwen Turnage
- 3) **Approval of the Agenda**

**Agenda – April 16, 2015:**      Motion: Carolyn Glast      Second: Ann Maxwell  
Motion Passed

- 4) **Minutes – March 19, 2015:**      Motion: Sharon Stang      Second: Laura McKenna  
Motion Passed

- 5) **OLD BUSINESS**– Brenda Diggs, NAB Chair

**A. Handbook Update**

Merrill Flood, Director of Community Development Department has reviewed the handbook and approved the changes made by the Neighborhood Advisory Board. Currently the handbook is awaiting review and approval by the City Attorney. Once

Dave Holec has made changes, if any, he will forward those changes to Tiana Keith and she will share those changes with the board prior to adoption of the handbook.

**B. Symposium Planning Reports**

a) Food – the following businesses donated food to 2015 NAB Symposium

<b>Vendor</b>	<b>Item</b>	<b>Qty</b>	<b>Description</b>
Peaden's Restaurant	Assorted Biscuits	75	\$1.50 each / cut in half
Wendy's Wilco USA	Salads	75	Apple Cranberry
Wendy's Wilco USA	Chili	75	Cups
Zaxby's	Cookies	200	Individually wrapped
Zaxby's	Sweet Tea	10	Jugs
Zaxby's	Un-sweetened Tea	2	Jugs
Fred's Food	Case of Chips	1	Small individually wrapped

b) Donations - the following businesses donated door prizes for the 2015 NAB Symposium

<b>Vendor</b>	<b>Item</b>	<b>Qty</b>	<b>Description</b>
ECU Athletics Ticket Office	Football Tickets	4	Football Game Ticket
Season's of Design	Praying Sign	1	Lovely Blue Bow
Taff Office Equipment	\$100.00	1	Personal Check to the City of Greenville
Greenville AutoWorld.net	Full Detail valued at \$125.00	1	wash, vacuum, hand wax, steam carpet clean, tire shine
Harris Teeter	Toiletries valued at \$21.50	1	Bathroom tissue & paper towels.
Brown & Wood	Gift Certificate	2	Valued at \$50.00 each
Lowe's Foods	Gift Certificate	1	Valued at \$25.00
ECU Alumni Association	Candy Jar	1	Valued at \$
Lowe's Home Improvement	Cooler	1	Beach cooler with items
Dede Carney & Co. REALTORS	A variety of prizes	8	?
Parrott Canvas	Med. Dock Tote Bag	1	Valued at \$31.00
Greenville Aquatic Fitness Center	Day Pass	10	Valued at \$50.00
TRUNA	Home/Garden Ticket	1	Valued at \$20.00

- c) Volunteers – a signup sheet for volunteer was available for volunteers.
- d) Vendor Tables – Vendor tables will be setup on the first floor and outside the elevator and City Council Chambers on the third floor.

- |                      |                    |                        |
|----------------------|--------------------|------------------------|
| (1) Code Enforcement | (4) Animal Control | (7) Police Department  |
| (2) Housing Division | (5) KGB            | (8) Recreation & Parks |
| (3) Fire/Rescue      | (6) United Way     |                        |

\* The board has requested to ask the city manager for a general administration table to be setup at next year's symposium. This table would include job talent bank applications, etc.

- e) Neighborhood Award Winners -

- Neighborhood Improvement- Cambridge Neighborhood Association
- Neighborhood Excellence- Brentwood Homeowners' Association
- Neighborhood Safety- Lynndale Neighborhood Association
- Good Neighbor Award - Leroy James

- f) The Mayor has confirmed his attendance for the opening remarks and reading of the proclamation.

- g) Update on Registration –

- The symposium currently has 50 participants registered online. Last year there were 77 registered online with additional registration the day of the event. Registration was

- h) Setup – Friday, May 1<sup>st</sup> @3:00PM until complete

- Brenda Diggs explained that the agenda is slightly different from previous symposiums. The symposium's customary guest speaker will be replaced with a panel that consists of the City of Greenville's Chief Planner, Tom Weitnauer from the Community Development Department, Councilmember Marion Blackburn from District 3, and City Developer Jon Day. The discussion topic will engage in conversations around "Development in Your Neighborhood: How It All Works". Additionally, ECU Professor, Dr. Jerry Weitz will discuss "Mobilizing Neighborhoods for Smart Development and Tiana Keith, Neighborhood Ombudsman, will demonstrate how to use the City of Greenville's Neighborhood Dashboard and City Compass.
- Election for district 4 Neighborhood Advisory Board will take place
- Elections for Alternate Neighborhood Advisory Board members for districts 1 and 4
- All elections will be held in the City Council Chambers

## 6) Other

### A. Member/Liaison Reports Announcements

- Brenda Diggs stated that a symposium debriefing will take place during the May NAB meeting. Members are encouraged to discuss items that went well or can be improved.

- The June 8<sup>th</sup> NAB meeting will consist of a joint meeting with PCRC (Police Community Relations Commission) in the Gallery area. Topic items for discussion during that meeting will include 1. Neighborhood Watch 2. Gangs 3. Neighborhood Police Liaisons
- Ann Maxwell requested the community to pay close attention to their City Council person's actions and recognize the actions of a councilperson in office.

**B. Staff Report**

- Gwen announced that Colonial Heights Neighborhood Association was awarded a neighborhood grant in the amount of \$750.
- South Greenville is in the process for forming a Neighborhood Association.

**C. Update from Corporal Chris Viverette – Police Department**

- Code Enforcement will be at the Symposium
- Spring Cleanup was a success
- The date for the Chief of Police applications has been closed and the process should begin shortly.
- Chris explained how citizens can use City Compass to enter a citizen complaint or concern

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

THREE (3) MINUTES ALLOTTED PER SPEAKER

FIFTEEN (15) MINUTES ALLOTTED FOR THE PUBLIC COMMENT PERIOD

**8) ADJOURN**

MOTION TO ADJOURN

**Motion:** Ann Maxwell                    **Second:** Laura McKenna

Having no further business, the meeting adjourned at 7:25PM.

Respectfully submitted,

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Tiana Keith, Neighborhood Liaison Ombudsman