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Neighborhood Advisory Board MINUTES

Thurs. March 19, 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 *	4	Caroline Doherty *	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 - *	5
Vince Bellis *	3		

City Staff Present: Tiana Keith, Neighborhood Liaison Ombudsman (CD); Dave Holec, City Attorney; Cpl Chris Viverette Code Enforcement Division Commander (PD);

Council Member Rick Smiley attended the meeting.

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

Agenda: Motion: Blythe Tennent Second: Ann Maxwell
Motion Passed with changes: #8 listed twice. Change this to reflect correct #s.

New Business: Item 5 (new order)

- A. Spring Clean Up – Chris Viverette
- B. NAB Board appointment to the Comprehensive Plan subcommittee

- 4) **Minutes:** Motion: Sharon Stang Second: Laura McKenna
Motion Passed

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

A. Spring Clean Up – Corporal Chris Viverette

Corporal Viverette has been appointed the Interim Code Enforcement Supervisor as well as the Police Liaison to the NAB and will attend NAB monthly meetings on a regular basis. Corporal Viverette announced the Spring Clean-up kickoff is scheduled for Saturday, April 11, 2015, 8:00AM. Groups can sign up at the Lucille Gorham Intergenerational Center or on the City of Greenville's main web page to register for any area within the City of Greenville. Code Enforcement Officer A.J. Basile is coordinating Spring Clean-up. Once a group has registered for the Spring Cleanup, Officer Basile will assure they receive the necessary items for proper cleanup and safety. T-shirts in various sizes are available for those participating in the event. For additional information you may contact Officer Basile at 329-4114 or by email @ AJBasile@greenvillenc.gov. Event flyers are available today for distribution. NAB members wanted to know if items such as batteries, tires and non disposable items that are collected throughout the year can be placed on the side of the road as well. Chris will get back with the NAB to find out exactly what items are disposable.

B. NAB Board appointment to the Comprehensive Plan subcommittee – Brenda Diggs

MOTION TO APPOINT NAB CHAIR BRENDA DIGGS TO THE COMPREHENSIVE PLAN SUBCOMMITTEE:

Motioned: Ann Maxwell

Second: David Douglas

Motion Passed

Discussion: The NAB board agreed that Brenda is an excellent candidate to serve on the Comprehensive Plan Committee and will bring a wealth of comparison information from other cities where she has resided. Brenda shows a genuine interest in community involvement. These qualities coupled with Brenda's insight of her current government participation will be an asset to developing the plan. Brenda will report back to the NAB periodically.

The Comprehensive Plan is the City's long-range planning document entitled Horizons: Greenville's Community Plan is known as the 10 year Comprehensive Plan. The latest version of the Horizons Plan was adopted in 2004 and was updated in 2010. A Comprehensive Plan is an official public document, adopted by City Council that focuses on the physical development of the city and Greenville's extraterritorial planning jurisdiction. The Plan provides an analysis of historical trends in land development, current conditions and recent trends to forecast growth and development. The plan establishes long-range goals through the use of policies and maps that help guide decision makers in fulfilling a focus on the vision the community creates. The Comprehensive Plan Committee will provide input and will review the preparation of the new 10 year Comprehensive Plan.

6) Old Business

A. Symposium Award Decision – Tiana Keith

All nomination forms have been posted online. The committee discussed the good landlord award. However, because there were no guidelines prior to today's deadline, the board needs to discuss if they are going to move forward with "The

Good Landlord” award. If the board so choose to move forward with the award how will they receive nominations?

Ann noted that her committee was charged with coming up with the form. This is the first time the committee was able to present the form. Ann met with the Sustainability Committee and they discussed items that they were concerned about. Since then she has spoken with Chris Viverette and Johnny Butler from Code Enforcement to gain quality information on neighborhoods. Code Enforcement sent Ann information that would be pertinent to be placed on the award according to the neighborhood guideline ordinance. Additionally, Ann has researched online to find information that other cities and countries has used in the past. The standards for the Good Landlord Award appeared to be extremely high, but the criteria’ is achievable.

MOTION TO INTRODUCE “THE GOOD LANDLORD” AWARD AT THE 2015 SYMPOSIUM AND BE AWARDED AT THE 2016 SYMPOSIUM:

Motioned: Carolyn Glast Second: Blythe Tennent
Motion Passed with one in opposition

Discussion:

This is an excellent award for landlords. However, the criterion for the award needs to be reviewed and distributed in a timely manner for next year’s symposium. There is not enough time for this award to be distributed at this year’s symposium.

There were two people in attendance that had someone they wanted to nominate for this award by today’s deadline.

Corporal Viverette will share the criteria with Code Enforcement and the Human Relations Council Officer for additional qualifications.

B. Handbook Update – Tiana Keith

The board has approved the handbook, and now City staff has to approve it. The final document will be ready by the symposium. Tiana will provide something in writing for the NAB to review before the 2015 Symposium. The new handbook will include guidelines for NAB voting eligibility.

C. City Council Term Public Input Meeting - Mr. Holec, City Attorney announced the upcoming meeting that will be hosted by the NAB is scheduled for Tuesday, March 31 @ 6:00PM in the Council Chambers to discuss possible amendment to City Council terms. The format of the meeting will begin with Attorney Dave Holec making a presentation of the proposal and he will solicit for public comments. NAB Board members will be allowed to make comments. All comments will be forwarded to City Council for review. Flyers were distributed to assure the public is aware of the meeting. Dave thanked the board for their support and noted that their support will be recognized by Council. The entire process should take about an hour.

7) Committee Report

A. Symposium Planning – Blythe Tennent

The symposium planning process has been finalized. Dr. Hur and her students have put together a mock P&Z video for the symposium. Tomorrow Dr. Hur will have a final recording in Brewster B208 from 11:00AM to 11:50AM.

Brenda is organizing the door prizes. The prizes are coming in nicely. If you have donations please turn them into the Tiana no later than, Monday, April 13th.

Tiana is organizing vendor setup for the symposium. So far Code Enforcement, GUC, Community Development and FROGS have a display booth at the symposium.

The Mayor and City Council members will be invited by the Director of Community Development Department.

Registration will be handled by Tiana and Gwen. Adult volunteers are needed for this area.

Save the Date postcards were distributed to members and those in attendance to distribute to their neighbors, family and friends. The flyers will be coming out soon by email and US Postal service.

Carolyn Glast is assisting with the food. So far the following restaurants have committed to contributing food.

- Wendy's – Cranberry salads and cookies
- Zaxby's will be donating cookies and tea
- Peaden's will provide a discount for biscuits (cut them in half)

The Publicity Committee was not on the agenda; however Sharon Stang had an update to report to the board. Sharon stated that the publicity is going well. Merry Kennedy will appear with Harry Stubbs and Brenda Diggs on WITN News @ Sunrise Channel 7 to announce the symposium. Date of interview has not yet been finalized.

Sharon requested that flyers be placed in local businesses.

Dede Carney will put symposium flyer on the Realtor's website

Banners will be ordered to place strategically around the city.

8) Other

A. Member/Liaison Reports Announcements

- Dr. Hur shared that the first draft of the video will be shown on Friday, March 20th during her class from 11:00 am until 11:50 am
- Some liaisons are mentioning that they are being overwhelmed with emails from NAB. Board members are encouraged to inform staff if they know of someone that wants to be removed from the list.
- Lillian Outterbridge announced the Youth Expression Performing Arts Event. The application is online and the deadline for applying is April 3, 2015. Ages 5-21.
- Ann Maxwell announced TRUNA's Home and Garden Tour scheduled for May 30, 2015

B. Staff Report

- Tiana announced that South Greenville is prepared to organize a neighborhood association. Tiana has been working with them and they have identified several leaders.

9) Public Comments - Limit 3 minutes each

THREE (3) MINUTES ALLOTTED PER SPEAKER

FIFTEEN (15) MINUTES ALLOTTED FOR THE PUBLIC COMMENT PERIOD


10) ADJOURN

MOTION TO ADJOURN

Motion: Caroline Doherty **Second:** Carolyn Glast

Having no further business, the meeting adjourned at 7:45PM.

Respectfully submitted,



Tiana Keith, Neighborhood Liaison Ombudsman