

COMMUNITY APPEARANCE COMMISSION MINUTES

June 4, 2018
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:

Thomas Alligood, Chair
Michael Slocum

Kellie Gonzalez
Meredith Fisher

Jonathan Taft
Byron Aynes

Community Appearance Commission Members Absent:

Scott Johnson, William Wooten III, Lettie Micheletto

Staff Present:

Joe Durham, Interim Director of the Community Development Department
Councilman Rick Smiley, Council Liaison
Domini Cunningham, Planner II
Brock Letchworth, Communications Manager
Christi Williamson, Neighborhood Ombudsman

ROLL CALL

Domini Cunningham took roll and Chairman Alligood confirmed that the CAC had a quorum.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA: June 4, 2018

Domini Cunningham noted that Carlton Dawson was unable to make it to the meeting and that Brock Letchworth would be presenting instead for item #9 on the agenda. Motion was made by Mr. Taft and seconded by Mr. Slocum to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES: February 7, 2018

Motion was made by Mr. Taft and seconded by Mr. Aynes to approve the December 7, 2016 minutes. Motion carried unanimously.

ANNOUNCEMENTS

Domini Cunningham Announced that he would be switching to the role of the Historic Preservation Planner and the search for a new Planner I was under way.

CITY STAFF INTRODUCTIONS AND COMMENTS

Domini Cunningham introduced Brock Letchworth, Communications manager, Christi Williamson, Neighborhood ombudsman, and Council Member Rick Smiley

CONTINUED BUSINESS

PIO Presentation

Brock Letchworth gave a presentation on the role of the Public Information Office involving spreading information about the City and events throughout the Community. The City uses a number of surveys to understand how the community prefers to obtain information about activities and events in the area. He discussed the ways citizens currently receive their information and the supporting data for using specific media. City Scoop is a streaming platform for sharing short videos on different topics of discussion. Michael Slocum asked who flies the city drones, Mr. Letchworth stated that Erin Hines is the primary pilot. Mr. Alligood asked if there is only a Twitter and FaceBook Page for the city, Mr. Letchworth stated there is also Instagram, Nextdoor, YouTube. Mr. Slocum asked how the city utilizes Nextdoor, Mr. Letchworth explained that Greenville Police Department (GPD) established an agency account and post public safety messages. The City has used it primarily for notifications by the Public Works Department. Meredith Fisher thanked Mr. Letchworth for presenting this information to the CAC. Council Member Smiley mentioned that Mr. Letchworth is always looking for content and information to spread through the various social media platforms. Mr. Taft suggested to implement a policy that whenever there was a nomination for the CAC award, that the information be submitted to the PIO to be posted on the social media platforms. Mr. Slocum suggested using some legacy images of the Neighborhood Improvement Grants alongside the images from the work done after the work has been done.

Motion was made by Mr. Slocum to set up a CAC Facebook page. The motion was tabled for discussion at the following CAC meeting.

Neighborhood Improvement Grant

Christi Williamson presented Neighborhood Improvement Grant applications for Carolina East Neighborhood Association, Windy Ridge, and Cherry Oaks North. All Grants were unanimously approved

Desired Department/Division Presentations Prioritization

Public Works was selected as the next presentation.

NEW BUSINESS

Community Appearance Award Nominations

Chairman Alligood explained the procedures and criteria for submitting nominations. He requested votes and the nominees with the most number of votes for December were selected: The Music House/John Obrien. Mr. Wooten volunteered to take the sign, the certificate and letter Coastal Fog Market. Domini Cunningham explained the star tracking system to indicate how long a nominee has been on the list.

If a nominee remains on the list for 3 meetings without winning, they may not be re-nominated for 1 year after the initial nomination.

PUBLIC COMMENTS

MEMBER COMMENTS AND ITEMS FOR FUTURE AGENDAS

ADJOURNMENT

Motion made by Mr. Slocum and seconded by Ms. Aynes to adjourn the meeting at 6:50 pm. Motion carried unanimously.

Respectfully submitted,

Domini Cunningham, Planner I
252-329-4512