

## **ADOPTED COMMUNITY APPEARANCE COMMISSION MINUTES – SPECIAL CALL MEETING**

February 27, 2020  
Greenville, NC

The Community Appearance Commission met on the above date at 5:30PM in the Municipal Building, 201 W. 5<sup>th</sup> Street, Conference Room 102

### **Community Appearance Commission Members Present:**

William Wooten III, Chair	Lettie Micheletto
Michael Slocum, Vice-Chair	Diane Kulik
Brian Barnett	Jonathan Taft
Kellie Gonzalez	

### **Staff Present:**

Tony Parker, Staff Liaison

### **Others Present:**

Council Liaison Rick Smiley

## **CALL TO ORDER**

Dr. Wooten called the meeting to order at 5:30PM

## **Discussion of the merger of the Community Appearance Commission (CAC) with the Neighborhood Advisory Board (NAB)**

Council Liaison Smiley discussed the reasons for addressing city commissions and boards. He initiated this process because as one who has been on the boards and commissions, he feels there is redundancy and no direction for said commissions and boards. He does not want to see citizens waste their time and would like to see council give boards more guidance and purpose.

Dr. Wooten stated that there are ways to optimize the commission. The commission needs to determine its mission. He envisions the commission with a more coherent advisory role.

Motion made by Mr. Taft, seconded by Ms. Kulik, that the CAC will not merge with the NAB. Motion passed unanimously.

Motion made by Mr. Taft, seconded by Mr. Slocum, that the CAC not be dissolved. Motion passed unanimously.

Council Liaison Smiley suggested the CAC create a new focus and vision that is not a re-hash of the current status. He would address their intent with the full city council when boards and commissions are next placed on their agenda and grant a three-month extension to craft a new mission statement to present to city council.

## **ADJOURNMENT**

Meeting adjourned at 6:23PM

Respectfully submitted,

Tony Parker, Staff Liaison

## **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 June were selected: The Music House/John Obrien. Mr. Wooten volunteered to take the sign, the certificate and letter. 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,

Cunningham, Planner I  
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