

**DRAFT MINUTES PROPOSED FOR ADOPTION BY THE  
COMMUNITY APPEARANCE COMMISSION**

February 6, 2013  
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:**

|                          |                  |                      |
|--------------------------|------------------|----------------------|
| Myron Caspar             | Perry Kachroo    | Cora Tyson           |
| Brenda Diggs, Vice Chair | Diane Kulik      | Bill Whisnant, Chair |
| J. Scott Johnson         | Joanne Robertson | Fred Wright          |

**Community Appearance Commission Members Absent:**

Mark Abboud

**Staff Present:** Sandy Gale Edmundson, Secretary; Wayne Harrison, Planner II; Kevin Heifferon, Public Works; and Seth Laughlin, Planner II

**Other Present:** Calvin Mercer, City Council Liaison

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF AGENDA: FEBRUARY 6, 2013**

Ms. Kulik: Please add Town Common to the agenda.

Motion was made by Mr. Scott Johnson and seconded by Ms. Cora Tyson to approve the added items to the February 6, 2013 agenda. Motion carried unanimously.

**APPROVAL OF MINUTES: JANUARY 9, 2013**

Motion was made by Mr. Scott Johnson and seconded by Ms. Brenda Diggs to approve the January 9, 2013 minutes. Motion carried unanimously.

**ANNOUNCEMENTS**

Mr. Heifferon: The third annual tree day is scheduled for February 9, 2013. One hundred trees will be planted this year across from River Park North in the right-of-way

of East and West Meadowbrook on Mumford Road. This is the third Community Tree Day. The event will be moved from February to October beginning with October 2013.

Mr. Caspar: Is the Community Appearance Commission (CAC) an official sponsor of this event?

Mr. Heifferon: CAC is on the official tree board.

Mr. Caspar: Who puts up the money?

Mr. Heifferon: Releaf puts up the money.

Mr. Caspar: Regency is having activity.

Mr. Heifferon: Releaf is planting a variety of trees on the south side of Regency.

Ms. Diggs: When is Spring Cleanup?

Mr. Heifferon: I do not know. Staff will report back.

### **CITY STAFF INTRODUCTIONS AND COMMENTS**

There were no introductions or comments.

### **OTHER BUSINESS**

#### **Staff Reports**

##### **Neighborhood Grants Program**

Mr. Laughlin: There is \$2,250.00 remaining in the funding for the next cycle of grants. Receipts are needed.

Mr. Caspar: A written report is needed. The website information does not appear with the CAC, but does appear on the Neighborhood Advisory Board's website. Why do we have two organizations handling this grant? CAC should handle this solely.

Motion was made by Mr. Myron Caspar and seconded by Mr. Scott Johnson to have the CAC solely handle the grant. Motion carried unanimously.

Mr. Whisnant: This program would be vested in CAC.

Ms. Diggs: The presentations should have visuals.

Mr. Laughlin: Before and after pictures should be available.

Mr. Whisnant: The applications should be submitted to the Commission prior to the meeting.

Mr. Caspar: Please change page 2 of the June 6, 2012 minutes to reflect the change that the grant is for street lights at Arlington Park.

Motion was made by Mr. Myron Caspar and seconded by Mr. Perry Kachroo to make the change to page 2 of the June 6, 2012 minutes to reflect the change that the grant is for street lights at Arlington Park. Motion carried unanimously.

## **General Discussion**

### Signage

Ms. Tyson: I checked with Abracadabra and the signs will cost \$25.00 per sign whether it is a window sign or a yard sign.

Mr. Johnson: The signs should contain information on both sides.

Mr. Harrison: I will check to make sure there is money to have these signs made. The Commission will then approve the signs at the March meeting.

### City of Greenville being recipient of CAC awards

Mr. Kachroo: City properties should not get award.

Ms. Diggs: I am not opposed to City receiving awards.

Ms. Tyson: There have only been two to three times that the City has received awards.

Mr. Johnson: Members of this Commission are citizens of the City, and we should have the right to grant the award.

### Annual CAC Report

Mr. Whisnant: The Annual CAC Report will be given to City Council on April 8, 2013. I will talk about the Work Plan and the interests of the Commission.

### Adopt-A-Street

Mr. Whisnant: Is the program effective in its present form?

Mr. Heifferon: The program can be improved with more staff time.

Ms. Diggs: Are these people listed the most present list?

Mr. Heifferon: The City does not hear back from the people on the list.

Ms. Diggs: Is the program worthwhile?

Mr. Heifferon: Something is better than nothing.

Ms. Diggs: I spoke with Cheryl Tafoya of Public Works about the cigarette butts at stoplights, and there is a grant that passes out portable urns.

Mr. Heifferon: Smokers can only smoke outside, so it causes more cleanup problems.

### **Community Appearance Awards: January CAC Awards and Nominations**

The Commission voted for Dr. Michaels to receive the community appearance award.

Mr. Wright nominated East Orthodontics and Dentist.

Mr. Caspar nominated Brown and Wood.

### **Town Common**

Ms. Kulik: There has been discussion of hotels at the Town Common. It is an open space for our town. Don't close in all open spaces. The CAC should have a presentation by the City of what is being thought about for the Town Common. The bookmarks are the bridges at the Town Common. Parking will be needed with development.

Motion was made by Ms. Diane Kulik and seconded by Mr. Myron Caspar to have a meeting about what is being proposed for the Town Common. Motion carried unanimously.

Mr. Caspar recommended to Commission members to receive Calvin Mercer's newsletter.

Mr. Kachroo: Mr. Niki Jones already gave the Commission a Town Common presentation. Why is the Commission getting involved?

Mr. Caspar: Appearance is a primary concern for Greenville. Parking in front yards is a disaster. City Council needs to enforce current regulations for front yard parking.

**ADJOURNMENT**

Motion was made by Mr. Perry Kachroo and seconded by Mr. Scott Johnson to adjourn the meeting. Motion carried unanimously.

Respectfully submitted,

Wayne Harrison  
Planner