

Public Works Citizens Advisory Committee (CAC)

February 15, 2005

Fountain Plaza Building

CAC Representatives Present

Dr. Harold Cones

Ms. Sharyn Fox

Ms. Sharron Kitchen Miller

Ms. Lois Custer

Mr. Gus Owens

Ms. Talysa Parker

Ms. Artistine Reid

Ms. Ciara Reid

CAC Representatives Absent

Mr. Arthur Keyes

Public Works Representatives

Ms. Dori Brown, Solid Waste Division

Ms. Delaney Bryant, Administration Division

Mr. Ralph Caldwell, Street Maintenance Division

Mr. Reed H. Fowler, Jr., Administration Division

Call to Order

5:30 p.m.

Approve Meeting Minutes

A motion made by Lois Custer and seconded by Harold Cones passed to approve the November 16, 2004 and January 18, 2005 meeting minutes as submitted.

Vice Chairperson

Harold Cones was elected (5-0) to the Vice Chairperson position. He will be fulfilling the original term length (January 2004 – January 2006).

Bylaws

A motion made by Lois Custer and seconded by Gus Owens passed to amend the bylaws to include:

“In regards to filling chairperson vacancies, appointments shall fulfill the remaining term of the original vacancy.”

CAC Webpage

CAC members approved the draft layout of the Public Works Citizens Advisory Committee webpage with minor changes.

Residential “Street Sweeping” Pilot Program

Lois Custer, who volunteered her neighborhood as a pilot to test out the receptiveness of residents to having signage installed in neighborhoods to assist in the enforcement of vehicles being removed during street sweeping collection, is coordinating the outreach end of this pilot program with her block captains. Ralph Caldwell will be modifying the Engineering

Department's Speed Bump Policy paperwork to accommodate a street sweeping program and provide the paperwork to Lois to distribute throughout the neighborhood. Operationally, Ralph will identify the areas effected and then develop a plan to extend the one day sweeping to a two day sweeping schedule. Signage will be installed to instruct residents to move their vehicles to the opposite side of the street.

CAC Action Plan

CAC members requested that Public Works more aggressively promote the concept of individual responsibility by encouraging residents to be more involved in improving the community. Ideas included:

- Getting existing groups to participate in ongoing litter abatement efforts
- Creating an Adopt a Street or an Adopt A Neighborhood program
- Getting residents to sweep the street directly in front of their households

Dee Bryant agreed to help promote this concept, and it will also be featured on the CAC website. A motion made by Lois Custer and seconded by Artistine Reid passed encouraging Public Works to look into creating a program in which existing civic/community/ neighborhood/school groups actively keep their neighborhoods clean.

CAC Retreat

Considering the complexity of the Public Works issues that the CAC is exposed, Harold Cones suggested that Public Works provide in-depth training for CAC members of each Division's goals and objectives as well as the challenges and limitations they each face. A ½ day retreat has been planned for Tuesday, April 19th. Staff will establish the meeting agenda, times, and location and notify the CAC of the details. Letters from Reed Fowler to the youth representative's parents and school principals will also be sent encouraging the students' absence from school to attend the CAC retreat.

APWA Conference

Reed Fowler and Sharyn Fox announced the upcoming regional American Public Works Association (APWA) conference and how beneficial the sessions would be to the CAC members. Reed will investigate the possibility of funding for the CAC to attend conference sessions. Staff will forward APWA conference information to the CAC when it is available. Staff will also invite the CAC members to the Public Works Week events that take place in May 2005 (date/time TBD).

Other Issues

- CAC members inquired into the status of the recommendation to have a "New Resident" link feature be placed on the City of Newport News' homepage.
- Artistine Reid expressed concern over the new Bulk Waste White Goods call in program. Her concern is that residents without telephones cannot call in for a collection, which has resulted in white goods being curbside for several weeks.
- CAC identified an ongoing problem with small businesses that do not have trash recepticals outside of their stores leaving patrons no choice but to litter. Reed Fowler said he wants to work on the litter problem from both an enforcement and a public relations perspective. Dee Bryant was present to take notes on ways to address litter abatement from a public relations angle.
- It was suggested that the City Clerk be provided CAC information to distribute to volunteers interested in serving on City committees.

- Dee Bryant agreed to work on promoting the efforts and accomplishments of the CAC.
- It was suggested that a CAC phone number be mass distributed to allow residents, who may not otherwise hear of the CAC, to call in and state their Public Works issues of concern. The reasoning was that such a phone number may also cut down on calls to the City Manager's office.

Meeting adjourned

6:45 p.m.

Next Meeting Date

CAC Retreat: April 19, 2005. Time/Location TBD. (*The March 15, 2005 CAC meeting has been cancelled*).