

Public Works Citizens Advisory Committee (CAC)
Tuesday June 16, 2009
Public Works Conference Room

CAC Representatives Present

Mr. LaMonte Williams, Chairperson
Ms. Martha Bradley
Mr. Douglas Coenen
Mr. Jim Monahan
Mr. Terry Savage

CAC Representatives Absent

Ms. Patricia VonOhlen, Vice Chairperson
Mr. Phil Bomersheim

Guests

Mr. Donald Jennings
Ms. Leeann Monahan

Public Works Representatives

Mr. H. Reed Fowler, Jr., Director of Public Works
Mr. Roy Chesson, CAC Liaison

Call to Order

Mr. LaMonte Williams called the meeting to order at 5:32 pm.

Approval of Meeting Minutes

The minutes for the May 19, 2009 meeting were unanimously approved as submitted.

Discussion of Possible New Members

Mr. Donald Jennings, who was recommended by Mr. Coenen at the last meeting, was present as a guest. He had already received a letter of invitation from Mr. Fowler and brought his completed application with him. After introductions and discussion, Mr. Fowler appointed him as a member effective immediately. A formal letter of appointment will be sent out this week.

A letter of invitation and an application has been sent to Ms. Gloria Deloatch who attended the last meeting and who was interested in becoming a member.

At the conclusion of this part of the meeting, Mr. Cohen excused himself. Mr. Coenen is currently the chairman of the Newport News Planning Commission and cannot serve on both committees. Mr. Fowler and the Committee members thanked him for his service and wished him well.

Possible Change to CAC Bylaws

As discussed last month, Article III, Section 1 (Regular Meetings) states that meetings will generally be held quarterly although meetings have always been held monthly except during the summer and holiday season. Mr. Chesson promulgated via e-mail a draft change to this section to all CAC members on May 29th. The draft change also gave the Director and Chairman the authority to cancel or reschedule a meeting without having to get a majority consensus from the Committee members. Mr. Monahan had responded to the e-mail and suggested some other wording changes, primarily changing the term “regular meeting” to just “meeting” because the former seemed to indicate that special meetings might be held. Mr. Chesson drafted an alternate version which addressed Mr. Monahan’s concerns and promulgated this on June 1st. Both versions were included in the agenda.

A motion was made and seconded to adopt the second version of the change to Article III, Section 1 of the bylaws. The motion passed unanimously. The revised section is:

Article III Section 1. Meetings. Committee meetings shall be held on a regular schedule and shall be open to the public. Meetings shall generally be held once per month on the date and time designated by the members or as deemed necessary by the Director of Public Works. The Committee may elect not to schedule the monthly meeting in July, August and December to accommodate members’ vacation and holiday plans. If the Director of Public Works and the Committee Chairperson deem it necessary or desirable, a scheduled meeting may be canceled or rescheduled upon giving notice, unless a public meeting has previously been advertised.

Public Works Strategic Planning

Mr. Fowler made a presentation on the revision/development of the Departments Strategic Management Plan. The presentation included an overview of the Department’s Mission, Vision, Value, Ethics and Diversity statements as well as the current status of developing Departmental goals, objectives, measures and targets.

Open Discussion on Topics for Next Year

In addition to topics discussed at the May meeting, the following topics were proposed for discussion during the next year:

- Report on status of Stoney Run drainage issues (Mr. Chesson was tasked with having Mr. Ed Crocket of Public Works and Mr. Brian Lewis of Engineering attending the September meeting to discuss this.)
- Update on the status of the Recycling contract that is currently being bid.

The topics proposed in May were:

- Sustainability Committee updates
- Recycling Pilot Program (Recycle Bank) updates

- Educating citizens of on Public Works issues
- Consent Order updates
- Street Sweeping issues
- A group project for the Committee to participate in

Calendar

This meeting was the last meeting for this fiscal year. The first meeting for next year will be in September. For the new year, the Committee agreed to continue meeting on the third Tuesday of each month, with no meeting scheduled in December 2009.

The following calendar items were noted on the agenda

- June 27 – Next Household Hazardous Waste and e-Cycling collection at Gildersleeve Middle School

Adjournment

Mr. Williams adjourned the meeting at 7:05 p.m.