

**Public Works Citizens Advisory Committee (CAC)**

*Tuesday, September 20, 2005*

*Public Works Building*

**CAC Representatives Present**

Dr. Harold Cones

Ms. Lois Custer

Ms. Sandra Davis

Ms. Sharyn Fox

Mr. Thomas Herbert

Ms. Sharron Kitchen Miller

Ms. Artistine Reid

Ms. Ciara Reid

**CAC Representatives Absent**

Ms. Talysa Parker

**Public Works Representatives**

Ms. Dori Brown, Solid Waste Division

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

Mr. Tony Risk, Street Maintenance Division

Ms. Mayi Rivera, Administration Division

**Call to Order**

The meeting was called to order at 5:38 p.m.

**Approve Meeting Minutes**

A motion made by Dr. Cones and seconded by Lois Custer passed to approve the May 17, 2005 meeting minutes as submitted.

**CAC Membership**

The following information was distributed regarding CAC member current term limits and areas of representation:

Dr. Cones	8/18/04 – 8/18/06	Central Voting District Representative
Lois Custer	8/18/03 – 8/18/06	North Voting District Representative
Sandra Davis	3/10/05 – 3/10/07	Friday Solid Waste District Representative
Sharyn Fox	8/18/05 - 8/18/07	Tuesday Solid Waste District Representative
Thomas Herbert	9/20/05 – 9/20/07	Monday Solid Waste District Representative
Sharron Kitchen Miller	8/18/04 – 8/18/06	At-Large Representative
Talysa Parker	12/17/04 – 12/17/05	Youth Representative
Artistine Reid	8/18/03 - 8/18/06	South Voting District Representative
Ciara Reid	1/18/05 – 1/18/06	Youth Representative

Vacancies include the Thursday Solid Waste District Representative and the At-Large Representative. CAC biographies were also distributed to the members to update as necessary.

**CAC Bylaws**

A revised set of bylaws was distributed clarifying the language in Article II, Section I in regards

to term limits. A motion made by Dr. Cones and seconded by Lois Custer passed to approve the amendments as submitted.

### **Public Works Website Subcommittee**

Dr. Cones reported that he and his secretary met with a Public Works Information Technology (IT) representative to discuss the existing layout of the Public Works website ([www.nngov.com/pwdept](http://www.nngov.com/pwdept)). Dr. Cones reported that the IT representative reported that all City department pages needed to remain uniform and therefore Dr. Cones' suggested modifications to make the Public Works website more user friendly could not be implemented. Reed Fowler agreed that an overhaul of the existing Public Works website could not happen until the new template for the official City of Newport News website ([www.nngov.com](http://www.nngov.com)) was released. Reed Fowler did encourage the CAC members to review the current website and provide Doris Brown with any suggestions to make the site more user friendly. He anticipates that within six months the new City of Newport News website template will be released at which time this subcommittee will reconvene to discuss updating the Public Works website. Reed Fowler also stated he will follow up with the IT Department about the subcommittee meeting.

### **Residential "Street Sweeping" Pilot Program**

Lois Custer, Roger Harris and Joann Brown did the necessary footwork to get the petitions signed in the Green Acres area indicating that the vast majority of residents support waiving the City's street sweeping program in lieu of self-sweeping of their streets. Currently, the following streets have signed the necessary petitions and started self-sweeping their area: Hazelwood, Orangewood, Pinewood, Cherrywood, Peachwood, Maplewood and Chowan. The Richneck Estates and Windsor Great Park area has also expressed an interest in joining the self-street sweeping initiative. Additionally, the following streets have signed the necessary petitions and are interested in the alternate parking implementation to aid in the effectiveness of City's street sweeping program: Cottonwood, Aspen, Red Oak, Redwood and Oakwood. Reed Fowler stated that this self-street sweeping pilot program in the Green Acres area would be for a six month period of time with an analysis report prepared at the conclusion to determine the effectiveness of such efforts. Based on the pilot results, the program may be offered citywide. Lois Custer stated that these streets began self-sweeping in August on an as needed basis however Reed Fowler will announce the official "pilot kickoff date" at the October 18, 2005 at such time that the City Manager has been thoroughly briefed. At the CAC meeting, staff will distribute the resident participation package, ensure inspection and compliance monitoring has been assigned, and set up the program in the City's GIS program. A letter will be sent out to the participating addresses acknowledging their role in this pilot program. At such time of the kickoff, Adopt A Spot signage will also be implemented to recognize the participating streets. Lois Custer agreed to bring the petition forms she created to the next CAC meeting.

### **CAC Promotional Update**

The concept of regular CAC sound bites has been tabled. CAC member input will be solicited for future Public Works video programs as the need arises.

### **APWA National Conference Overview**

Reed Fowler, Sharyn Fox and Mayi Rivera attended the national American Public Works Association (APWA) conference in Minnesota in September. They reported that the sessions included motivational speakers, leadership training, and generalized sessions on Public Works topics. It was also noted that at the regional APWA Chapter, Reed Fowler is serving as the Second Vice President and Sharyn Fox is the Chapter Delegate.

### **Other Issues**

- Lois Custer recognized the efforts of the Public Works Wastewater Drainage Crew who had been working in the Green Acres area. She also acknowledged the Public Works Solid Waste Driver, Pierre Harris, for taking the initiative to provide her front door collection service since she injured her leg.
- Lois Custer also reported that her Crime Watch group used grant money to purchase trash bags, shovels, brooms and rakes for neighborhood cleanup and beautification efforts.
- Staff reported on the citywide *Project Clean Sweep* program in which four Saturdays in October are designated as opportunities for residents to place additional bulk waste curbside for collection. The Public Works Department, Codes & Compliance Department, City Farm, Police Department and Intergovernmental Affairs office are working together on this project.
- Artistine Reid thanked Reed Fowler and City Attorney Stuart Katz for attending their Crime Watch meeting in which the blight bill issue was discussed.
- Reed Fowler informed the CAC that the Solid Waste ordinance issue is still pending review in the City Attorneys office.
- Staff asked CAC members to consider possible applicants to fill the current vacancies on the CAC committee. Any suggestions could be emailed or called into Dori Brown.

### **Meeting adjourned**

6:50 p.m.

### **CAC Meeting Schedule for remainder of 2005**

All meetings will take place from 5:30 pm – 7:00 p.m. at the Public Works Department Conference Room.

- ◆ Tuesday, November 15<sup>th</sup>