

FULL COMMISSION MEETING NOTES

Hampton Clean City Commission

October 13, 2020 ~ 3:30pm



Board Members Present: Ryan Adams, Barb Abraham (via Zoom), Jackie Cannan, James Fleetwood, Gayle Mooney

Also Present: Chris Bowman, Lola Perkins, Jason Mitchell (via Zoom), Jim Williams, Debbie Blanton, Cris Ausink, C’Faison Harris, Wendy Iles

Opening Business

Welcome and Time Sheet: Ryan Adams opened the meeting, board member James Fleetwood and legal intern Arthur Ward were introduced.

Roll Call, Protocol, and Approval of Minutes: Roll call conducted; a quorum was not present. September minutes approval tabled until November meeting. Lola Perkins, Deputy City Attorney, stated that only those items not requiring a vote would be discussed at this meeting.

Parks, Recreation & Leisure Services Annual Report: None

Public Works: No report

City Council: Council liaison Chris Bowman announced that the Wilson Fishing Pier would reopen this month in addition to the beach area renovation for ADA accessibility, new lighting, and sea wall improvements. Progress is being made on the Mary Jackson Recreation Center and planning is still ongoing for the new aquatic center to be built in the Coliseum district. City Council will meet tonight and members were encouraged to attend via in person or the website.

City Attorney’s Office: No report

Financial Report: Financial data was distributed.

Discussion & Voting Items

Committee Membership & Quorums: Lola provided draft revisions of the by-laws but indicated that members could only discuss the revisions at this time; no voting may take place. Revisions occurred in:

- Article I Preamble
 - Section 1.04 Duties
 - Item i

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- Section 1.05
 - Item d
- Article II Commissioners
 - Section 2.01 Organization
 - Item c
 - Section 2.04 Compensation
- Article III Officers
 - Section 3.01 Officers
 - Section 3.04 Resignation
 - Section 3.06 Duties of Officers
 - Item c
 - Item d
- Article IV Clean City Coordinator and City Staff Support
 - Section 4.01 Clean City Coordinator
 - Section 4.02 Duties, items
 - Item a
 - Item b
 - Item c
 - Item e
 - Item f
 - Section 4.03 City Staff Support
- Article V deleted
- Article VI (revised to V) Procedures
 - Section 5.01 Quorum
 - Section 5.02 Voting Rights
 - Section 5.03 Regular Meetings
 - Section 5.04 Special Meetings
 - Section 5.05 Open Meetings
 - Section 5.06 Posting of Meeting Notice
 - Section 5.07 Amendments
- Article VI Standing and Ad Hoc Committees
 - Section 6.01
 - Section 6.02
 - Section 6.03
 - Section 6.04
 - Section 6.05
 - Section 6.06
- Article VII Financial Administration
- Article VIII Conflicts

Questions presented involved differentiating members from volunteers and participants, and the desire to come up with suitable terms, and, in particular, what constitutes a quorum for each subcommittee and/or ad hoc committee.

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Barb Abraham stated that she was uncomfortable with Article VI Section 6.06 in that volunteers who attend Bee City meetings all feel they have a voice in making decisions and if relegated to not having a part in the process may feel less valued. She felt that the proposed quorum number of five for each committee may be too small for Bee City and would foster less participation and involvement. Additionally, she stated that the inability to vote would also affect active participation.

Lola referred to Section 6.04, explaining that all would have a voice during a public comment segment, but that the board must commit to this being done at each meeting. Debbie stated that hadn't worked so well in the past because people felt their opinions were being relegated to the very end of a meeting where little room was left for discussion. She asked if public comments could be allowed for the duration of a meeting. Lola answered that the public comment segment does not have to be at a certain time, but should be a general statement and left up to the Chair to when it is allowed. Ryan suggested that the segment could occur after each discussion to make it more inclusive.

Using HWRP as an example of a very large working committee, Debbie asked would each committee be allowed to have a different quorum number. Lola answered that fluctuating numbers cannot be permitted.

Gayle asked how all this would affect the Beautification Committee's seasonal program of Beautiful Yards and its judges. These judges, for years, have been the Beautification Committee although they only operate April through September. Until now, they've been allowed to propose, plan, and vote on procedures for the program. She also suggested that better terms/titles for all involved: member, contributor, participant, volunteer, associate, etc. Wendy added that all with ideas about how to go about doing this should be sent to Debbie via email before the November meeting.

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Lola said she welcomes and will accept all input during the next two weeks, and will tweak the by-laws based on that input. She hopes to email those updates prior to the November meeting.

Project/Program/Initiative Planning (Brief Status Updates)

Beautification: Debbie Blanton noted that tree plantings would take place October 24 at Bluebird Gap Farm and November 7 at Armistead Pointe storm pond. Purchase orders for trees and shrubs are being processed. Volunteers are needed for both plantings. Gayle Mooney asked if Hampton Master Gardeners were participating in the plantings. Debbie said that she has not heard directly from them, but will definitely send the request to volunteers to them and post it on Facebook and the Keep America Beautiful volunteer page. Wendy Iles suggested that former HPRLS manager Beth Haines be contacted, as she is a certified arborist. Jason Mitchell thanked Debbie and Clean City for its work on the Armistead Pointe tree-planting project. Chris B noted that the parking lot and curbing at Boo Williams Sports Complex is looking very nice.

Water Quality-Upcoming International Coastal Cleanup (ICC), etc.: Cris Ausink provided the following results for the four-week Intercoastal Cleanup event: At 22 sites, 172 volunteers participated and 124 bags (821lbs) of trash & debris were collected. Almost 25 miles of drainage systems and waterways were cleaned. All the

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data has been completed and submitted for the MS4 (Municipal Stormwater Sewage System) permit, a plan regulated by the Commonwealth of Virginia through a Virginia Stormwater Management Program.

Litter Prevention & Abatement, Community Cleanups:

On October 28, HCCC is hosting a Tour de Trash Express to the Steam Plant, a Tour de Recycling to Chesapeake on November 13, and a Tour de Trash Express to Goodwill on December 2. Debbie also announced that community cleanups would take place October 9 & 10 with the final cleanup at Cooper ES being in November. The Ivy Home Road cleanup will be rescheduled. Adopt-A-Spot statistics were included in the meeting agenda packet.

Committee & Partner Updates

Bee City USA: It was noted that Bee City is not permitted to conduct meetings via Zoom, but participants can physically meet and allow Zoom participation. Again, a quorum must be physically present; however, the quorum number is still being determined.

Debbie asked that all other chairs please submit their committee reports to her via email for inclusion in the notes.

Staff Reports: Staff and subcommittees to submit reports as an addendum to the notes.

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Meeting adjourned

Meeting adjourned at 5:00pm

Announcements

- Community Appearance Litter Index, Oct 14, HCCC, 8:30am
- Bee City Committee Meeting, Oct 15, 1pm
- Community Cleanup, Oct 16, Robinson Park, 3pm
- Community Cleanup, Oct 17, Lee St (Armistead/Old Celey, 10a
- Clean & Green Workplaces Meeting, Oct 20, 3:30pm
- School Appearance Litter Index, Oct 24, 8:30am
- Tree Planting Event, Nov 7
- Tour de Recycling – Chesapeake, Nov 13, 9am
- Tour de Trash Express – Goodwill, Dec 2, 9am
- Community Cleanup, Nov. 20, Milford/Brightwood/Westwood/Shell, 3pm
- Community Cleanup, Nov. 21, Cooper ES, 10a

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**HCCC Full Commission
10 November 2020 Meeting Notes Addendum**

Beautification Committee:

Bee City USA:

Clean & Green Workplaces Committee:

Hampton Waterways Restoration Project:

Litter & Recycling Awareness Committee Meeting:

School Pride In Action Committee Meeting: