



City of Boiling Spring Lakes

**9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461**

COMMUNITY APPEARANCE COMMISSION MEETING MINUTES City Hall May 18, 2015 at 7:00 P.M.

Attendance ~ Ann Hollingsworth, Chairman, Marie Smith, Carmen Berk, Carmen Suits
Zelma Rygg, Frances Thomas, Anne Boyle

Commissioner Liaison ~ David Putnam

Staff ~ Pamela Bellina, Administrative Assistant

I. Call to Order

The regular monthly meeting of the Community Appearance Commission was called to order by Chairperson Ann Hollingsworth at 6:55 p.m.

II. Approval of Agenda

Ann Hollingsworth added to the Agenda under New Business, b. Vote for a Community Appearance Commission Co-Chairperson.

A Motion was made by Zelma Rygg and seconded by Marie Smith to approve the Agenda as amended.

Vote: 7 - 0

III. Approval of Minutes

There were two typos on page 2, New Business, paragraph a. Park should be Parks and Commissions should be Commission.

A Motion was made by Frances Thomas and seconded by Carmen Berk to approve the minutes with the two corrections.

Vote: 7 - 0

IV. Old Business

a. 2016 Calendar ~ update

Ann received calendar sponsorship checks from the following people:

Ken White Insurance
The Iapalucci Law Firm
Brunswick Pest Control
Village Hairstyling
The Pepperoni Grill

Ann reviewed with the members the changes discussed during the calendar workshops. Ann mentioned her appreciation of the pictures taken by Charlie Carroll of the Commission members which will be used on the calendar. The members agreed with the proposed changes to the calendar and Ann will be going to the printer soon to finalize the calendar.

b. Spring Fling Event ~ update

Ann thanked Carmen Berk for preparing the picture display and Zee Rygg for creating the poster boards and all of the Commission members for their time and hard work at the Spring Fling event. The Commission received quite a few calendar presales and also recommendations for property recognitions. Ann asked the members to view the recommended homes and report at the next meeting.

V. New Business

a. Community Appearance Commission Event Sign

Ann had asked Pamela Bellina to update the Commission sign with the members' names to be used at events. Ann showed the new sign to the Commission members.

b. Vote for a Community Appearance Commission Co-Chairperson

Zelma Rygg nominated Frances Thomas as Co-Chair of the Community Appearance Commission and Carmen Suits seconded the nomination.

Vote: 7 - 0

VI. Property Recognition

The following properties were nominated for Property Recognition for May 2015:

2040 Gastonia ~ 947 Greenville ~ 631 Barber

Releases were provided for Eden Road and North Shore Drive. Ann requested that Pamela Bellina make copies of the Releases at the monthly meetings for Frances Thomas to bring with her when she takes pictures of the nominated homes.

Carmen Suits requested name tags to wear when the Commission members approach homeowners for property recognition as they will be recognized as members of a City Committee. Frances Thomas suggested adding Appearance Commission to the name tag. Ann advised that the Commission can purchase name tags with the proceeds from the calendar sales.

VII. Welcome Packages

Welcome packages were given to the following new residents:

1103 Twin Lakes ~ 818 Sanders ~ 191 Pine Lake
495 Pine Lake ~ 2190 Wilmington ~ 1166 Twin Lakes
415 South Shore ~ 215 Cherry ~ 1216 North Shore

For the Welcome Packages, Ann received from the Chamber of Commerce more county maps, Newcomer's Guides and Picture Perfect magazines. NewBridge Bank provided pens, pads, pencils and flyers. Ann received business cards from the Farmer's Market and the new consignment shop, Junk in the Trunk.

a. 2015 BOC Meeting and Holiday Schedule (new flyer)

Ann had asked Pamela to have a new flyer created which contains the BOC meeting dates and the Holiday Schedule all on one page which will be used in the Welcome Packages. Ann provided copies of the new flyer to the Commission Members.

b. Code Red Notification System flyer

Ann will be including in the Welcome Packages the flyer for the new Code Red Notification System the City will now be utilizing. Commissioner Putnam advised that the Code Red Notification System will be used to advise residents of emergencies within our City as well as non-emergency situations. Residents must enroll to receive notification. The website can be accessed through the City's website. For residents without internet access, there is a form at City Hall that can be filled out and staff can enter a resident's information into the system. Residents can be notified on their home phone, cell phone, text and/or email.

VIII. Items for Next Meeting Agenda

Welcome Packages
Property Recognition

IX. Public Comment ~ None.

X. Announcements

Ann announced the Battle of the Bands will take place on June 20th at Spring Lake Park.

There will be a dedication ceremony for the 10 new rooms at Doshier Hospital on June 14 at 2:00 PM; the public is welcome to attend. The Board of Commissioners is hosting an Appreciation Reception at the Community Center on June 18th at 6:30 PM. Ann reminded the members to attend the reception.

Carmen Suits asked Commissioner Putnam for an update on the Welcome Sign landscaping. He advised that the City is waiting on the landscape plan from the landscape architect and the planting will take place in the Fall.

XI. Adjournment

A Motion was made by Carmen Suits and seconded by Carmen Berk to adjourn the meeting at 7:31 pm.

Vote: 7 - 0

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Respectfully submitted,

Pamela Bellina
Administrative Assistant