



City of Boiling Spring Lakes

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

COMMUNITY APPEARANCE COMMISSION MEETING MINUTES

City Hall

August 17, 2015 at 7:00 P.M.

Attendance: Ann Hollingsworth, Chairman, Marie Smith, Carmen Berk,
Carmen Suits, Zelma Rygg, 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 Chairman Ann Hollingsworth at 6:58 p.m.

II. Approval of Agenda

Ann Hollingsworth requested to add to the Agenda under New Business d: Certificate of Appreciation.

A Motion was made by Zee Rygg and seconded by Carmen Suits to approve the Agenda with the changed noted above.

Vote: 6 - 0

III. Approval of Minutes

A Motion was made by Anne Boyle and seconded by Carmen Berk to approve the July 20, 2015 minutes as written.

Vote: 6 - 0

IV. Public Comment ~ none.

V. Old Business

a. 2016 Calendar sales update

Anne Boyle gave Ann a check for \$60 for the calendars she sold and returned the calendars she was unable to sell. Ann Hollingsworth received an additional \$200 for calendar sales. Funds will be turned over to Karen Thompson, Finance Director at City Hall.

Anne Boyle suggested purchasing Welcome flags with the funds from the calendar sales to be placed at the city limits to help draw attraction to the City. Ann and Commissioner Putnam suggested waiting until the landscaping project with the NCDOT is completed at the Welcome Signs and the Rt. 87 Corridor to discuss the Welcome flags.

Ann discussed purchasing a tent with their calendar sales funds for use when attending events. Ann noted the Spring Fling and the Battle of the Bands events were very hot days and without a tent, it was difficult to sit in the sun all day.

A Motion was made by Anne Boyle and seconded by Zee Rygg to purchase a tent to use at events.

Vote: 6 - 0

b. New items for Welcome Packages

Ann discussed with the Commission members all of the items they currently put in the Welcome Packages but noted they were running out of the plastic bags to hold the items which were provided by City Hall. The members discussed purchasing more plastic bags and maybe have the City's name and/or logo printed on the bag. Ann spoke with Brandall but they will only print them in bulk. Seaway advised to purchase the bag and they could print a card with the Commission name and logo for it. Ann volunteered to get additional vendors and price quotes for imprinted plastic bags.

A Motion was made by Zee Rygg and seconded by Carmen Suits for Ann to research additional vendors and price quotes for imprinted plastic bags.

Vote: 6 – 0

Ann also discussed purchasing the City Hall telephone number magnets to use in the Welcome Packages. She received a quote of \$208.15 for 500 magnets.

A Motion was made by Carmen Suits and seconded by Carmen Berk to purchase the magnets to be used in the Welcome Packages.

Vote: 6 – 0

Carmen Berk will ask Gary at Pristine Power Washing if he would like to contribute something to the Welcome Packages. Anne Boyle suggested coupons from the local restaurants and Carmen Suits suggested putting a notice in the package about having to register dogs. Commissioner Putnam noted that neutered/spayed dogs cost less to register which he discovered when reviewing the fee schedule so the information would be good.

c. Pictures for 2017 – 2018 Calendar

Ann received calls from a few residents who want to submit pictures for the 2017 and 2018 calendar after reading an article in the *State Port Pilot* that the Appearance Committee was interested in pictures for their calendar. Currently, Ann has received seven beautiful pictures from one resident, Bill White, which the Committee reviewed. Ann is eagerly awaiting pictures from another resident.

VI. New Business

a. Vote for new Co-Chairperson

Ann Hollingsworth asked the Commission members to nominate a Vice Chairperson. Carmen Berk nominated Zelma Rygg as Vice Chairperson and Carmen Suits seconded the nomination. All members agreed with the nomination. Ann thanked Zee for taking the position.

Vote: 6 – 0

b. Property Recognition

1. Monthly Property Recognitions

The following properties were nominated for Property Recognition:

2000 Gastonia ~ 1450 Grace ~ 1298 Spring Lake

Releases were received for all three properties. Carmen Suits will take the pictures of the nominated homes.

2. City Phone Number Magnets for Property Recognition Recipients

Ann discussed with the Commission members the idea of giving property recognition recipients a City Hall telephone number magnet when they are awarded recognition.

A Motion was made by Marie Smith and seconded by Anne Boyle to provide City telephone number magnets to the property recognition recipients.

Vote: 6 – 0

Ann advised the Commission members that there was a new link on the home page of the City's website which brings the viewer directly to the Community Appearance page and all of the property recognition homes. Ann suggested creating this link as some recognition recipients had difficulty finding pictures of their home on the City's website.

c. Welcome Packages

1. Purchase of City Phone Number Magnets

Ann reviewed the quote she received to purchase the City Hall Telephone Number magnets for the Welcome Packages. She received a quote from Brandall of \$208.15 for 500 magnets.

A Motion was made by Carmen Suits and seconded by Carmen Berk to purchase the 500 City Hall Telephone Number magnets for the Welcome Packages.

Vote: 6 - 0

2. Welcome packages were given to the following new residents:

51 Turner ~ 790 Souchak ~ 1890 E. Boiling Spring ~ 272 Cherry
2510 Lumberton ~ 85 Windemere ~ 697 Edgewood ~ 437 Harper Lake
240 Crystal ~ 1151 Spring Lake ~ 711 Barber

Carmen Suits suggested putting flyers in the Welcome Packages for New Hope Clinic and the Food Pantry.

d. Certificate of Appreciation

Zee Rygg recommended giving the Boiling Spring Lakes Fire Department a Certificate of Appreciation. She can attest to how fast they responded to a call she made. Ann Hollingsworth mentioned a time when the Fire Department helped a friend into his home after he had his leg amputated. There is another resident who has fallen a few times and the Fire Department helps him. Carmen Berk stated she read an article in the *State Port Pilot* that the Boiling Spring Lakes Fire Department would install smoke detectors in your home if needed. The Fire Department came to her home and installed fire detectors in all of her rooms and they installed them quickly.

A Motion was made by Carmen Berk and seconded by Carmen Suits to present the Boiling Spring Lakes Fire Department with a Certificate of Appreciation.

Vote: 6 - 0

VII. Announcements

Ann announced that Frances Thomas has resigned her position on the Community Appearance Commission Board as she will now be teaching which will take up a lot of her time.

Ann also announced the Jump In The Lake 5K Race on Sunday, September 6, 2015 at Spring Lake Park. The event is from 7:30 AM to 10:00 AM. Marie Smith will attend the event with Ann Hollingsworth to sell calendars.

Commissioner Putnam announced that the Order was entered for the Rt. 87 landscape enhancement project and the City will be entering into a Maintenance Agreement with the NCDOT for maintaining the landscaping.

Commissioner Putnam also announced there will be a Children's Bicycle Safety Day on Saturday, September 19 from 9 AM to 1 PM. The Warrior Riders will be donating 100 helmets for the event to be given to the first 100 children to get their bicycles inspected. Commissioner Putnam is working with the Boiling Spring Lakes Police Department and Fire Department. He hopes to be able to give away some bicycles at the event. Commissioner Putnam suggested the Appearance Committee could attend the event to sell their calendars.

VIII. Adjournment

A Motion was made by Zee Rygg and seconded by Carmen Suits to adjourn the meeting at 7:44 PM.

Vote: 6 – 0

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant