



## *City of Boiling Spring Lakes*

9 East Boiling Spring Road  
Boiling Spring Lakes, NC 28461

---

### **COMMUNITY APPEARANCE COMMISSION MEETING MINUTES**

**May 15, 2017**

**7:00 P.M.**

**City Hall**

**Attendance:** Ann Hollingsworth, Chairman, Marie Smith, Zelma Rygg, Carmen Suits, Anne Boyle

**Absent:** Carmen Berk, Shirley Tedesco (both excused)

**Commissioner Liaison:** David Putnam

**Staff:** Pamela Bellina, Administrative Assistant

#### **I. Call to Order**

Chairperson Ann Hollingsworth called the regular monthly meeting of the Community Appearance Commission to order at 7:01 p.m.

#### **II. Approval of Agenda**

Zee asked to add to the agenda under New Business – c. Certificate of Appreciation.

A Motion was made by Zee Rygg and seconded by Anne Boyle to approve the agenda as amended.

Vote: 5 - 0

#### **III. Approval of Minutes**

A Motion was made by Marie Smith and seconded by Zee Rygg to approve the April 17, 2017 minutes as written.

Vote: 5 - 0

#### **IV. Public Comment**

There were no public comments.

## **V. Old Business**

### **a. 2018 Calendar update**

Ann received from the printer a proof of the calendar and had asked Shirley to proofread it. They met at City Hall to review Shirley's suggested corrections. Ann reviewed the corrections with the committee and explained wanting the sponsorship page to be alphabetized along with two other corrections. Ann asked Anne Boyle if she could proofread the sponsor names at the top of pictures and Zee if she could proofread the sponsorship page. Ann explained she had a new person at Seaway work with her on the calendar this time. Anne Boyle saw that Easter was not listed on the calendar nor Martin Luther King Day. Carmen Suits suggested that maybe the sponsor name could be bolder so it would stand out more on each picture.

The members discussed keeping the price of the calendar to \$10. The quote for printing the calendar was \$1,017 and she is hoping to sell 150 calendars. The funds raised will be used to purchase items for the Welcome Packages.

### **b. Spring Fling @ The Lakes**

Ann reminded the members they need to be at the park by 10 AM to set up. She thought this year they could give away some of the printed jar openers and magnets. She spoke with Michelle on the Special Events committee and secured a table to use. Ann explained she had Pamela print flyers and brochures used in their Welcome Package to hand out at the event. Pamela printed pictures and had them placed in the frame Carmen Suits donated to the Committee that will be displayed at the event. Ann thanked Zee for laminating all of the Important Information sheets for the event and for the Welcome Packages.

## **VI. New Business**

### **a. Property Recognition**

The following properties were nominated for Property Recognition:

1440 North Shore      ~      771 Fifty Lakes      ~      441 Tate Lake

Ann asked the members to look at the following homes for recognition next month: 1102 North Shore, 1038 North Shore, 1264 Madison.

Ann asked Anne Boyle to take pictures of the nominated homes.

### **b. Welcome Packages**

Welcome packages were given to the following new residents:

Carmen Berk delivered packages to: 1249 Tyler and 159 Harper Lake.  
Zee delivered packages to : 170 Redwood and 270 Elm.

Ann delivered packages to: 795 Toney, 1021 Fillmore, 1374 Forest Lake.  
Shirley delivered packages to: 1150 Grace, 1940 Gastonia, 250 North Highpoint.

Ann asked Zee if she could deliver a Welcome Package to 30 Redwood. Ann had the members share what they learned about the new homeowners and their plans for the homes.

**c. Certificate of Appreciation**

Zee thought the committee should give a Certificate of Appreciation to Pamela because of all the extra things she does for the committee and has gone above and beyond for them. Ann explained the Committee can recognize Pamela at their own meeting but it would not be proper to recognize just Pamela with the Certificate awarded at a BOC meeting. A Certificate of Appreciation could be given to all City Hall staff, the Community Center staff, Buildings and Grounds staff as well as Public Works staff as they all do an outstanding job and that Certificate can be given at the BOC meeting.

**VII. Announcements/Discussions**

Ann announced Carmen Suits received a 500 hour pin from Doshier Hospital for her volunteer efforts. Congratulations Carmen!

Ann asked the members if they were attending the Appreciation Dinner and to please get her a head count as soon as possible so she can advise the City Clerk.

Carmen asked Commissioner Putnam when the RV Park will be started and he believed it would be in August.

Carmen also asked about the widening of the road down by the new gas station at the Sunny Point intersection. Commissioner Putnam understands it is a federal government owned road because of Sunny Point but the State is doing the roadwork.

Commissioner Putnam mentioned the contract was approved and the landscaping along Route 87 will be started soon and must be completed by July 14<sup>th</sup>.

**VIII. Adjournment**

A motion was made by Zee Rygg and seconded by Carmen Suits to adjourn the meeting at 7:45 PM.

Vote: 5 - 0

~ ~ ~ ~ ~

Respectfully submitted,

Pamela Bellina  
Administrative Assistant