



## ***City of Boiling Spring Lakes***

9 East Boiling Spring Road  
Boiling Spring Lakes, NC 28461

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

**September 16, 2019**

**7:00 P.M.**

**City Hall**

**Attendance:** Ann Hollingsworth, Co-Chair, Carmen Berk, Dorothea Roberts  
Dale Richardson, Ricky Rygg, Mary Pongonis

**Absent:** Zelma Rygg, Chairman (excused)

**Commissioner Liaison:** Guy Auger

**Staff:** Pamela Bellina, Administrative Assistant

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

Co-Chairperson Ann Hollingsworth called the regular monthly meeting of the Community Appearance Commission to order at 6:56 p.m.

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

Ann added to the agenda under New Business, c., Candidates' Forum.

A Motion was made by Dale Richardson with a second by Carmen Berk to approve the agenda as amended.

**Vote: 6 - 0**

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

A Motion was made by Dorothea Roberts with a second by Dale Richardson to approve the August 19, 2019 minutes as written.

**Vote: 6 - 0**

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

There were no public comments.

#### **V. Old Business**

##### **a. Property Recognition Signs**

Rick contacted A Sign of Distinction, the company who originally made the signs years ago, and was provided a quote for refurbishment of the signs and making new signs. Refurbishment of the signs would cost approximately \$25 to \$30 each. The cost for new signs would be \$175 each. There is an additional cost \$5.00 each for a 2 x 2 post or a charge of \$7.00 each for a 2 x 4 post. Rick suggested adding a metal spike to attach to the posts, which would make them easier to place in the ground. The commission had a lengthy discussion about refurbishment of the signs versus having new signs made. All members agreed to spend the money to have A Sign of Distinction refurbish one (1) sign, and they would make a determination which way to go once they see the work performed on the sign. Commissioner Auger thought that was the best course to take.

Rick hoped to have a refurbished sign by the next meeting but was unsure of the company's workload. Ann noted that if they go with refurbishing the signs, they take two signs at a time over for refurbishment so they still had signs to place for recognitions.

#### **VI. New Business**

##### **a. Property Recognition**

Dorothea offered for recognition the following three properties:

799 Trevino      ~      830 Cardinal      ~      840 Cardinal

Dorothea will get signed releases and provide pictures.

Next month, Ann would like to recognize 220 South Shore. She will get a release and picture.

##### **b. Information Packages**

**The members delivered the following information packages:**

Carmen delivered the following packages: 439 Masters, 512 Cherokee and 781 South Shore. She attempted several deliveries to 1067 Oakhurst; however, the house was empty and there is no mailbox. Ann said they would take that house off the list.

Dorothea delivered packages to 20 Durham and 230 Ash. She attempted to deliver a package to 1231 Gum; however, no one has been home both times. As to the other two properties, 244 Ash and 278 Sanford, they were both vacant lots so they will be removed from the list.

Rick reported he and Zee delivered packages to 1080 Morehead, 111 Crystal, 122 Crystal, 1820 Pinehurst, 2290 E. Lake Keziah, 890 Redwood and 859 Batton. Rick noted that 658 Westwood had a for sale sign out in front so they did not deliver a package.

Ann and Dale delivered packages to 1346 Fifty Lakes, 1166 Nicklaus and 699 Cherokee. They attempted delivery several times to 551 Kennedy; however, no one has been home so they will attempt redelivery. Ann and Dale had a death in the family and were unable to deliver packages to 1716 Reidsville and 1930 Pinehurst but will deliver packages soon.

**The members will be delivering the following information packages:**

Dorothea will deliver packages to the following addresses: 600 Eden, 910 Eden and 1070 Pierce.

Rick and Zee will deliver packages to 1354 East Boiling Spring Road, 1699 East Boiling Spring Road and 1876 East Boiling Spring Road. Rick noted that when he and Zee delivered the package to 2290 E. Lake Keziah, there are new owners at 2294 E. Lake Keziah and they will deliver a package to that address.

Carmen will deliver packages to 596 Littler Circle and 50 Turner.

Mary will deliver to 1880 Albemarle and 1896 Albemarle.

Ann and Dale will deliver packages to 70 Greensboro and the two properties they were unable to deliver to 1716 Reidsville and 1930 Pinehurst.

**Chip Clips for Information Packages**

Ann explained the committee had previously purchased chip clips with the City name as a giveaway in their Information Packages; however, the supply is running low and she asked the committee if they wished to purchase the chip clips again. Pamela provided a price sheet from 4Imprint, the company where the chip clips were previously purchased. The committee reviewed the pricing and decided to purchase 500 chip clips at \$.69 per clip which price does not including shipping and there may be a set-up fee, which Pamela will attempt to get waived.

A Motion was made by Dorothea Roberts with a second by Mary Pongonis to purchase 500 chip clips at \$.69 each (does not include shipping).



**Vote: 6 – 0**

**c. Candidates' Forum**

Ann has been asked again to host a Candidates' Forum. The forum is scheduled for October 16, 2019 at 6:30 PM at the Community Center. Ann has contacted all three mayoral candidates as well as the commissioner candidates and all will participate in the forum. Ann has contacted Jackie Barker about preparing a flyer for the event and provided her with the information. Ann advised she has several volunteers who will help with the set-up of the event and asked Mary if she would organize them. Rick and Zee will be the timekeepers as they were for the last election. The committee discussed having voter registration forms as well as sample ballots at the event and Mary will pick up those forms. Carmen will hand out flyers at the event and Dorothea offered to deliver flyers to some houses prior to the event since she is unavailable to help on that day. The City Manager has agreed to have the event put on the electronic sign.

**VII. Announcements/Discussions**

Commissioner Auger congratulated Ann on her reappointment as Vice President of Volunteers at Doshier Hospital.

Dorothea noted she would be unavailable for the October meeting.

**VIII. Adjournment**

A Motion was made by Dale Richardson with a second by Rick Rygg to adjourn the meeting at 7:45 PM.

**Vote: 6 - 0**

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant