



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

9 East Boiling Spring Road  
Boiling Spring Lakes, NC 28461

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

**May 20, 2019**

**7:00 P.M.**

**City Hall**

**Attendance:** Ann Hollingsworth, Chairman, Carmen Berk, Zelma Rygg, Dorothea Roberts, Dale Richardson, Ricky Rygg

**Commissioner Liaison:** Guy Auger (excused)

**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 6:54 p.m.

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

Ann added to the agenda, New Business c., Certificate of Appreciation and New Business, d., Chair of Appearance Commission.

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

**Vote: 6 - 0**

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

Dorothea requested a correction to the minutes under Welcome Packages. She also delivered a package to 920 Eden Road.

A Motion was made by Zee Rygg with a second by Carmen Berk to approve the April 15, 2019 minutes as amended.

**Vote: 6 - 0**

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

There were no public comments.

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

There was no Old Business for discussion.

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

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

The properties awarded recognition are: 970 Nicklaus Road and 825 Boros Road. Ann was able to get the photo release signed for 970 Nicklaus Road and a picture will be sent to Pamela. Dorothea will get the photo release signed for 825 Boros Road and will get a picture.

Carmen Berk recommended two properties and Ann will drive by to preview them. The two properties will be discussed at the next meeting.

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

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

Ann and Dale delivered packages to 738 Trevino, 882 Trevino and 425 Crestview.

Zee and Ricky delivered a package to 1400 Cottage; however, 872 North Shore still has no one living there yet.

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

Dorothea will deliver a package to 271 Pine Lake.

Zee and Ricky will deliver packages to: 2300 E. Lake Keziah and 1104 E. Boiling Spring Road.

Carmen will deliver a package to 74 Ash Road. Carmen noted she still has to deliver a package to the South Shore property.

A property sold at 4086 George II Highway however, Ann needs to determine if that is within the City limits or is a county address.

The committee took a few minutes to put together their Information Packages.

**c. Certificate of Appreciation**

Ann discussed with the members prior to the meeting about giving a Certificate of Appreciation to City staff and all of the committees and volunteers to be presented at the Annual Volunteer Appreciation Dinner to be held on June 20. Zee prepared a mock-up of the Certificate of Appreciation and the members discussed the committees and volunteers to be listed on the Certificate.

**d. Chair of Community Appearance Commission**

Ann stepped down from her position as Chair of the committee and Ann said it was time for someone else to lead the committee. Dale nominated Zelma Rygg as Chair with a second from Dorothea. Zee accepted the nomination.

**Vote: 6 - 0**

**VII. Announcements/Discussions**

Ann noted she and Zee worked Spring Fling and handed out magnets to residents of the City only and encouraged them to visit City Hall to fill out the CodeRed applications. Zee noted the event had many vendors this year and was well attended. Ann praised Special Events for the great job they did with the event.

Ann spoke with Commissioner Auger prior to the meeting and he noted that all the committees received the budgets they requested including the Appearance Commission.

Ann reminded the members the Volunteer Appreciation Dinner is June 20 and advised Pamela they had seven people attending.

**VIII. Adjournment**

A Motion was made by Ricky Rygg with a second by Zee Rygg to adjourn the meeting at 7:35 PM.

**Vote: 6 - 0**

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Respectfully submitted,

Pamela Bellina  
Administrative Assistant