

**SOUTHERN PINES APPEARANCE COMMISSION**  
**Business Meeting Agenda**  
**Wednesday, July 18, 2024**  
**8:30am**  
**Community Development Conference Room**

**Boards Members Present:** Kate Shinkwin, Terry Lenahan, Katherine Schirmer, Dallas Mosman, Cynthia Dowdy, Birtha Shaw, Ashley Tramontin, Carol Haney, and Gigi Walter

**Staff Present:** Cory Albers, Debra Fisher and, Jessica Roth

**Call to Order:** Kate Shinkwin asked for any edits or comments to the proposed minutes for April 17, 2024. Gigi Walter stated that Gerald's last name was not spelt correctly. Cynthia Dowdy made a motion to approve the April 17, 2024 Appearance Commission minutes with correction made. Second by Terrie Lenahan.

**General updates:** The group discussed bringing in drinks and snacks to the next meeting for the crews as they done last year as an appreciation for what they do year-round.

**Sprucing Up Southern Pines update:** Kate Shinkwin stated that the signs for the award winners have been placed out, and that there were ten award winners, six residential and four business. Kate Shinkwin stated that we will send the award winners an email inviting them to Town Council meeting on September the 10th.

**Asphalt Art Update:** Kate Shinkwin stated basically, the committee has not really met because we were waiting for the approval for the Asphalt Art budget. Town staff informed the group that \$7,000 was approved in the budget for Asphalt Art. Kate Shinkwin stated the subcommittee needs to set up a meeting.

**Sandhills Game Land Outing:** Katherine Schirmer stated the game lands outing was super informative. Probably in the fall we can do a walk and collect seeds. So, I'll give everybody a heads up in the fall.

**Bee City:** Kate Shinkwin thanked Katherine Schirmer, for helping with pollinator week at the library. Kate Schirmer stated that the event went well. The Librarian read a book about pollinators, and then took them out to the garden and showed them some pollinators. Katherine Schirmer stated part of signing up for Bee City, we need to submit our pest management plan for renewal in February 2025. Cory Albers stated that the Bee City signs were in and we need to know where to place the signs. The Committee chose to place one sign at W Pennsylvania Ave and US HWY 1 off ramp, and the second to be on Central Dr near the Reservoir Park. The Town will submit an encroachment agreement with NCDOT to get approval to place the Bee City signs at these two locations since they are on NCDOT right of ways.

**Autumn Fest:** Kate Shinkwin stated that Autumn Fest is on October 5, 2024. We requested the same location as last year, and we need to discuss ideas for the table. Possible Bee houses, Posters, Appearance Commission applications.

**Member Comments:** Gig Walters stated that she would be buying the Commissions Christmas tree again this year. There was general comment about the downtown laundry matt grass corner at SE Broad St & E Massachusetts Ave, about planting native grasses. Terry Lenahan gave a general comment on the downtown flower pots and what types of flowers and grasses are slatted for the next planting.

With no further items to discuss Kate Shinkwin made a motion for adjournment. Carol Haney first and BIRTHA Shaw second.

Submitted by

Debra Fisher

Town of Southern Pines