

**Community Appearance Commission - Meeting Minutes**  
**6:30pm @ Archdale City Hall**  
**Tuesday, May 4<sup>th</sup>, 2021**

**Members Present:** (4) Chairwoman: Dara Matthews; Vice-Chairwoman: Rosana Walton; Commission Member(s): Hannah Davis, Brooke Johnson,  
**Members Absent:** (1) Helen Sikes  
**Others Present:** Matthew Wells, Planning Administrator; Duncan Walser, Planning Technician

**CALL TO ORDER, WELCOME, AND REGISTER OF ATTENDANCE:**

Chairwoman Matthews welcomed everyone and brought the meeting into session.

**APPROVAL OF MINUTES:**

*Chairwoman Matthews first asked for a motion to approve the April minutes; Vice-Chairwoman Walton made a motion to approve the minutes as read, which was seconded by Member Davis, and then approved unanimously by all members present.*

**Yard of the Season**

Chairwoman Matthews began the meeting with a discussion of Yard of the Season. The members were presented with photos of the nominated yards. After a very brief discussion the members voted unanimously to give the award to 4901 Westhaven Ln. After the decision, Chairwoman Matthews expressed some disappointment in the yards of Bradford Downs when compared to its strong Winter Holidays showing.

Vice-Chairwoman Walton and Chairwoman Matthews expressed concerns of high grass and junk at some houses on Roby Dr. Mr. Wells explained that the City had some open code enforcement cases along the street, one of which was subject to the City's "Chronic Violator" ordinance.

Member Davis mentioned that one home on Gregg St. had put on regular yard sales. Chairwoman Matthews expanded on this by saying that one home along Shean Dr. had recently held a yard sale that had created some traffic issues.

**Miscellaneous**

- **Litter Sweep** – Vice-Chairwoman Walton then shifted the conversation to litter sweeps. She had spoken with the owner of the Chat & Chew, who had suggested reaching out to local Beta Clubs along with other civil organizations. The members then discussed various ways of incentivizing litter sweeps such as offering gift cards, prizes, or using multiple dates to provide options. Chairwoman Matthews went on to comment on the significant improvement made on Aldridge Rd. following the most recent litter sweep.
- **Park Events** – Mr. Wells shifted discussion to future events at Creekside Park. Jocelyn Moon from the Parks Department had reached out Mr. Wells asking if the Commission would be interested in being a vendor at the "Trail of Tricks and

Treats” on October 30<sup>th</sup>. Vice-Chairwoman Walton then inquired if the park would still put on a 4<sup>th</sup> of July event. Mr. Wells explained that City Council had ultimately decided to tentatively pursue a smaller scale event (relative to previous years).

- **Movies in the Park** – Mr. Wells then reminded the Commission that they had chosen to sponsor the September 10<sup>th</sup> Movies in the Park and asked them to pick from the list of available movies on swank.com. Chairwoman Matthews inquired if the event would be done as a “drive-in” or outdoors, to which Mr. Wells stated that it was tentative. The Commission ultimately decided on a list of options with Trolls: World Tour being 1<sup>st</sup>, Sing being 2<sup>nd</sup>, and Finding Nemo being 3<sup>rd</sup>.
- **Yard of the Season** – Mr. Wells shifted discussion to finding a sponsor for the Yard of the Season. The options included Painted Soul Studio, Salt of the Earth Café, and Food Lion.

**ADJOURNMENT:**

With no further business, Chairwoman Matthews thanked everyone for coming and adjourned the meeting.