

MINUTES

Graham Appearance Commission Meeting

November 19, 2019

City Hall Council Chambers

In attendance:

Carla Smith (Chair), Colleen Macklin (Vice Chair), Renee' Russell (Secretary), Jan Peterman, Ricky Hill, and Christina Taylor

Motion to approve minutes - 6:32 Hall 2nd Taylor

Grants - Request for additional funds. Reviewed last year's submitted proposal. Mayor will speak with City Manager. Russell will update and retype letter. Macklin expressed how she felt regarding the program. Applicants have expressed issues about knowing grading rules. Taylor made a suggestion to make sure the link to the grading matrix is available where applicants find the application.

Macklin Question: Can we add matrix to application?

Alexa: We want to keep the application to 1 page front and back

Smith: Can we add it the language to the bottom with an asterisk?

Alexa: Yes, we'll work on that.

Add Question to matrix to show if applicants have received funds from other city grants. (similar to previously awards) Make it no more than 50% awarded for project across all city grants. "Has the applicant recently received city grant funds for their project"

Mayor: Language needs to be rewritten, it contradicts.

Hall: suggests removing "For example, if a ... with their application."

Alexa: Matrix grades for all quotes, removing the language makes this not equal.

Mayor suggests: Making 1 non-familial relations.

"At Least 1 quote must come...."

Alexa: I don't think an applicant has had 2 family.

Russell: Why do we really need to change things?

Macklin: 3 points is jump, maybe change the point value.

Taylor: If we require the quotes, then we don't need the point value.

Hall: Add additional point statement, 1 of each (2 points), 2 indep (3 points), 2 independant +fam (5 points)

Macklin: If we remove the grading on the matrix, then we should move that paragraph to the application.

Smith: add it to the checklist.

Macklin motions to make the following changes to the Business Beautification Grant

- Eliminate the contractor vendor quote consideration
- Remove the paragraph at the bottom
- We are more specific on the checklist to alert the applicant of the quote requirements

Hall seconds - All in favour -

Smith motions to draft a new letter to request additional funds of \$15k (total of \$30k)

Hall seconds - All in favour

Alexa: Let's look at the private match of the matrix.

Macklin: Motion to eliminate the Private Match section of the matrix (due to lack of data)

Hall: second - All in favour

Taylor: Is it on the application if someone has had previous projects funded?

Answer: yes, it's a checkbox.

Some applicants do not know off-hand.

Hall recommends the city provides that information.

All in consensus to have staff provide information on previous applicants, award dates and amounts.

Alexa: Let's regroup a month before this goes live (3 or 4 months out from the deadline) on this.

Taylor made a list from landscaping/pressure washing companies from Google, in order to avoid duplicate outreach from commission members.

Q: is this a code issue? A: no

Mack: What is the purpose of this project?

Alexa: This came up because we were asked to report codes

Smith: We would rather reach out to help people in an issue

Mayor: Invite Jenny to next meeting

All in consensus

Alexa will set up and add her to the agenda when she's available.

AC ROCKS

- Either feed or let die, currently in limbo.
- It will take work
- Mack: just do the rock thing once a year.
- Ways to keep this top of mind
 - Involve businesses
 - Scavenger hunt
 - Do it during festivals

- Taylor and Russell will be a subcommittee (all in concensus)
- Present to AC in Jan
 - Present to GABA?

Facebook Page

- Staff recommends to stay on City's page, not make our own.
- If we want something to be posted to the FB page, email to alexa and she'll post.
- Alexa suggested at each meeting we discuss upcoming posts.

Next Residential Award - December 5th.

Better Block Program - Valley Field

- Going back in spring
- Feb/March

Alexa presented calendar/timeline

- Plan for art project in Jan
 - Funding of supplies
 - Canvases?
 - Promotion
- Q: Do we have a window? A: a tentative
- Chalk art combined with rocks at Love Graham (March 21st).
 - Just have the chalk out and we would need to take pictures
- Family fun day - 4/18/20
 - Do chalk there.

City Council Updates

- Ricky leaving to move to City Council
 - 2 openings
 - Applications due 2 weeks before so it can go into the next packet (Dec)
 - New members in December.

Christmas Storefront

- Tentative location
- Supplies available
- Volunteers needed
 - If we do this we can put a sign in the window.
 - Hanging ornaments and such
- Specific date and time TBD (find out next week via email)

- Consensus to help with that

Macklin would like an update on the LookUp Graham grant.

Hall motion to adjourn at 8:14pm - Taylor second.