

MINUTES

Graham Appearance Commission Meeting

October 18, 2021

City Hall Council Chambers

In attendance:

Bonnie Whitaker (Chair), Zipporah Clark-Baldwin, Cheryl Ray, Judy Hall, Carmen Larrimore, Mary Faucette, and Cameron West

- **Call Meeting to Order**
 - Pledge of Allegiance
- **Approval of Minutes from February 17, 2020**
 - Clark-Baldwin makes the motion to approve, seconded by Whitaker
- **Items of Discussion New Business:**
 - Elect a Chair and Vice Chair
 - Motion to appoint Whitaker as chair was made by Hall, seconded by Clark-Baldwin
 - Motion to appoint Clark-Baldwin as Vice Chair was made by Ray, seconded by Whitaker
 - DAC Main Street Update
 - Downtown Development Coordinator Mary Faucette provides the commission an update
 - Business Beautification Grant
 - Each applicant was given an opportunity to explain their project. The commission asked the applicant questions. The commission took a brief recess after all presentations to score individual projects. Clark-Baldwin made the motion to recess, Hall seconded. After all applicants had been heard the commission prioritized each project score from highest to lowest priority and submitted their scores to staff for final prioritized list.
 - Listed below are the applications which were presented before the commission:
 - 303 W. Harden, Jensen Roll
 - 604 Washington St, Janet Ecklebarger
 - 615 W. Harden St, Trialhead Church
 - 30 SW Court Square, Graham Furniture Mart
 - The commission determined the top 2 priority projects were 303 W. Harden and 604 Washington St.
 - 303 W Harden was awarded the full grant amount requested of \$4,904. Motion for approval made by Clark-Baldwin, seconded by Ray.
 - 604 Washington St. was awarded the full grant amount requested of \$3,8950.50. Motion for approval made by Ray, seconded by Clark-Baldwin.

- 615 W Harden was not awarded any funds through the grant. Motion made by Clark-Baldwin, seconded by Hall.
 - 30 SW Court Square was tabled until the next AC meeting. Conflicts between Business Beautification Grant and Façade grant. Motion made by Whitaker, seconded by Clark-Baldwin.
 - The commission decided to extend the Business Beautification Grant until the month of December. New application deadline is December 3rd, 2021.
- **City Council Updates**
 - Mayor Peterman was not in attendance to make any comments.
- **Other items of discussion**
 - West will provide applications and handouts for those wishing to advertise the extended grant deadline.
- **Meeting Adjourned. Motion made by Whitaker, seconded by Hall. 7:12 PM**

Next Meeting November 15th, 2021

MINUTES

Graham Appearance Commission Meeting

November 15, 2021

City Hall Council Chambers

In attendance:

Bonnie Whitaker (Chair), Zipporah Clark-Baldwin (Vice-Chair), Cheryl Ray, Judy Hall, Carmen Larrimore, Bernadette Konzelmann, and Cameron West

- **Call Meeting to Order**
 - Meeting was called to order at 6:00 PM
 - Pledge of Allegiance
 - Moment of Silence
- **Approval of Minutes from October 18, 2021**
 - Ray makes the motion to approve, seconded by Whitaker
- **Items of Discussion:**
 - Old Business: Business Beautification Grant
 - Grant discussions were tabled until the December meeting due to the extended deadline of applications
 - Whitaker motioned to table, seconded by Clark-Baldwin
 - New Business: Residential Appearance Award
 - Discussion was held surrounding the elements associated with the appearance award.
 - Mayor Peterman suggested the Commission voted to allow ETJ properties to be included.
 - Whitaker made the motion to include ETJ properties in the award process, seconded by Konzelmann
 - Commission was tasked with nominating homes in the Graham limits and ETJ for next month's meeting to determine who is granted the award.
- **City Council Updates**
 - Mayor Peterman discussed the upcoming changes on the City Council
 - Discussed the changes to the Council representative for the Appearance Commission
 - Introduced the new City Manager
- **Other items of discussion**
 - West will provide nomination forms for the Residential Appearance Award if needed.
- **Meeting Adjourned. Motion made by Whitaker, seconded by Clark-Baldwin. 6:48 PM**

Next Meeting December 20th, 2021

MINUTES

Graham Appearance Commission Meeting

December 20, 2021

City Hall Council Chambers

In attendance:

Bonnie Whitaker (Chair), Zipporah Clark-Baldwin (Vice-Chair), Cheryl Ray, Judy Hall, Carmen Larrimore, Bernadette Konzelmann, Jerry Peterman, and Cameron West

- **Call Meeting to Order**
 - Meeting was called to order at 6:00 PM
 - Pledge of Allegiance
 - Moment of Silence
- **Approval of Minutes from November 15, 2021**
 - Ray makes the motion to approve, seconded by Clark-Baldwin
- **Items of Discussion:**
 - Old Business: Business Beautification Grant
 - Discussion was held over the percentage of grant funds to be distributed to applicants.
 - After lengthy review and discussion, the commission chose to reward 0% of the funds to the Graham Furniture Mart, 100% of the asking cost of \$1,600 to HiFi Records, 1--% of the asking cost of \$4,850.70 to Franks Jewelry, 25% of the asking cost of \$1,250 to Maricle Metals, and the remaining balance of \$2,299.30 to Jose Lagunas for his business building at 110 E Pine.
 - The full amount of \$10,000 was distributed to the above applicants
 - Whitaker made the motion to approve the distribution of grant funds, seconded by Ray
 - New Business: Residential Appearance Award
 - Discussion was held surrounding the awarding of the Winter Residential Appearance award
 - Commission members were shown picture of the nominated homes and were asked to rank the homes.
 - The top 2 ranked residential homes were decided to be 2722 Pepperstone and 2016 Stanchion.
 - The board came to a consensus that 2722 Pepperstone would receive the Residential Appearance award
 - Whittaker made the motion to award 2722 Pepperstone with the Winter Residential Appearance Award, seconded by Clark-Baldwin
- **City Council Updates**
 - No City Council member present at the meeting
- **Other items of discussion**
 - West will provide information on board duties and potential projects at the next meeting.
- **Meeting Adjourned. Motion made by Whitaker, seconded by Clark-Baldwin. 7:23 PM**