



# Graham Appearance Commission Meeting Agenda

May 4th, 2026

6:00pm Graham  
City Hall

1. Call Meeting to Order
2. Pledge of Allegiance
3. Invocation
4. Approval of minutes from the April, 2026 meeting
5. **Items of Discussion**

Arbor Day:

- 5a. Arbor Day Reflection

Appearance Award:

- 5b. Online Form and Advertising Methods

Future Business:

- 5c. Beautification Projects
- 5d. 2026 Calendar – Planning Ahead

6. City Council Updates
7. Staff Updates
8. Adjournment



## MINUTES

### Graham Appearance Commission Meeting

April 6<sup>th</sup>, 2026

City Hall Council Chambers

#### In Attendance:

**Chair Zipporah Clark- Baldwin, Vice Chair Cheryl Ray, Clell Britt and Emily O’Dell.**

**Staff: Jonathan Buckley, Brandy McCandless, Kalie Gorham.**

- **Meeting was called to order at 6:00pm by Chair Clark-Baldwin, followed by the Pledge of Allegiance, and a moment of silence.**
- **Approval of the March, 2026 Meeting Minutes**
  - Vice Chair Ray motioned to approve the minutes as presented, Chair Clark-Baldwin seconded. All voted aye.
- **Arbor Day**
  - Chair Clark-Baldwin called Brandy McCandless to the floor.
  - Mrs. McCandless presented the Art Contest submittals. The Board agreed to distribute the appropriate prizes based on their respective age category.
  - The Commission discussed how to distribute leftover prizes from this year.
  - Chair Clark-Baldwin motioned to appoint Rodney Foxx to do the proclamation during the Planting Ceremony. Vice Chair Ray seconded. All in favor.
  - Chair Clark-Baldwin stressed moving the Planting Ceremony to a different day to increase participation. Mrs. McCandless responded that this could create issues for staff. Vice Chair Ray proposed tabling the conversation for May. All in favor.
- **Future Business**
  - Chair Clark-Baldwin opened the Wayfinding Signage conversation and covered the presentation compiled by Renee Russell.
  - Jonathan Buckley asked what ideas or suggestions the Commission members have regarding signage plans. Vice Chair Ray called Jennifer Talley to the floor to offer her input.
  - Mrs. Talley presented banner designs proposed by GABA. Kalie Gorham and Mr. Buckley stressed that the banner project is separate from wayfinding signs.
  - Chair Clark-Baldwin motioned to follow-up on the banner discussion with GABA’s submittals included at the May meeting. Vice Chair Ray seconded. All in favor.
  - Chair Clark-Baldwin motioned to hold a discussion about downtown benches. Mr. Britt seconded. All in favor.
  - Chair Clark-Baldwin called Ms. Carol of Sandy & Company to provide input on the downtown benches.
  - Chair Clark-Baldwin told the speakers they should collaborate to draft a plan to

- present to the Appearance Commission and be delivered to City Council.
- Vice Chair Ray motioned to table the benches discussion to May. Chair Clark-Baldwin seconded. All in favor.
  - Ms. Carol posed a conversation about a prior planting project. The Commission discussed why funding for this project was reallocated.
  - Vice Chair Ray proposed meeting with New Leaf Society to discuss involvement with the Appearance Commission and including the planting project in this discussion.
  - Vice Chair Ray motioned to table the conversation on wayfinding signs. Chair Clark-Baldwin seconded. All in favor.
- **Council**
    - Mayor Dickey asked the Commission if they would be on the agenda to offer their report to City Council. Vice Chair Ray reviewed a draft covering the Appearance Commission's duties and accomplishments.
  - **Staff**
    - Kalie Gorham provided an update on the Appearance Award advertising program.
  - **Meeting adjourned**
    - Chair Clark-Baldwin motioned for the meeting to be adjourned. Seconded by Vice Chair Ray. All members voted aye. Meeting adjourned at 7:49pm.

**Minutes Submitted by Jonathan Buckley**

**April 9<sup>th</sup>, 2026**

# ARBOR DAY IN GRAHAM ACTIVITIES

**MARCH  
1-31**

## ARBOR DAY ART CONTEST

Winners Selected: Monday, April 6, 2026

Age Groups: Preschool, Elementary, Middle, High School Students, & Adults • (see website for details)

## KINDNESS ROCK HUNT

Dates: April 1 – 30, 2026, or while the 6 prizes last  
For All Ages • Location: Downtown Graham  
(see website for details)

**APRIL  
1-30**

**APRIL  
6**

## CHILL & THRILL: PARK POP-UP

Theme: Tree-mendous Bingo

Time: 10am – 12noon • For All Ages • Cost: Free

Location: Graham Regional Park

## LEAVES, LIGHT & LENSES:

Smartphone Photography in the Parks

Time: 9am – 12pm • Ages: 18 & up • Cost: \$20/person

Location: Bill Cooke Park • **Register Online**

**APRIL  
18**

**APRIL  
24**

## TREE PLANTING CEREMONY

Times: 10am – 11am, Ceremony will begin at 10am

For All Ages • Cost: Free

Location: Bill Cooke Park



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CITY OF  
**Graham**  
NORTH CAROLINA



**Graham**  
RECREATION & PARKS



**MORE INFO: [GRAHAMRECREATIONANDPARKS.COM](http://GRAHAMRECREATIONANDPARKS.COM)**

# Spring 2026 Residential Appearance Award Application

Please provide details about your home for consideration.

## Applicant Information

### Homeowner's Full Name \*

First Name      Last Name

### Email Address \*

example@example.com

### Phone Number

Please enter a valid phone number.

### Home Address \*

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

## Photo Submission

## Optional Photo Session

**If selected, would you be willing to participate in an optional photo session with the City? \***

Yes, I am interested in scheduling a photo session

No, please use my submitted photos for any City coverage

**If yes, what times generally work best for you?**

Weekday mornings

Weekday afternoons

Weekend mornings

Weekend afternoons

## Additional Comments

**Do you have anything else you would like to share with the Appearance Commission/Tree Board?**

\*

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## Consent & Certification

**Plant Hangings:**



**Benches:**



## New Leaf Society:

- Potted plant projects in other cities.
- Can assist with funding and recommendations.
- Need project ideas that can be pitched to funding committee.



**Downtown Crepe Myrtles:**



**Appearance/Tree board  
Commission Calendar**

~~January~~

~~Ideas/goals for new year~~

~~February~~

- ~~- Arbor Day Planning/Discussion~~
- ~~- Renee Russell – Business Owner Involvement~~
- ~~- Appearance Award Advertising & Plan~~

~~March~~

- ~~- Arbor Day – Follow Up~~

~~April~~

- ~~- Arbor Day - Finalize Plans~~
- ~~- Creek Week Cleanup (Spring)~~

May

- Appearance Award Follow-Up

June

- Appearance Award Nominations (Summer)

July

August

- Downtown Decorations – Inventory & Spreadsheet

September

- Establish Beautification Grant Advertising Plan
- Downtown Decorations – Plan

October

- Creek Week Cleanup (Fall)
- Downtown Decorations - Scheduling

November

- Business Beautification Grants Hearing

December

- Downtown Window Decorations
- Business Beautification Grants Hearing (cont.)
- Appearance Award Nominations (Winter)

**Potential Meeting Dates 2026**

~~February 2nd~~

~~March 2nd~~

~~April 6th~~

May 4th

June 1st

July 6th

August 3rd

September 7th

October 5th

November 2nd

December 7th

Months with No Meetings: July

Carry over ideas from 2025:

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