



**COMMUNITY APPEARANCE
COMMISSION**

Monday June 24, 2024 – 4:00 p.m.

Hickory City Hall

2ND FLOOR

**PLANNING DEPARTMENT
FLAG CONFERENCE
ROOM**

Commission Members	
Lynn Sampson (Ward 1)	Sharon Crosby (At-large)
Cliff Moone (Ward 2) (Chair)	Tony Jackson (At-large)
Daria Jackson (Ward 3)	Vacant (At-large)
Delores Deal (Ward 4)	Vacant (Planning Commission)
Nancy Zagaroli (Ward 5) (Vice-Chair)	Addison Cox (Youth Council)
Doug Dickson (Ward 6)	

----- Agenda-----

1. Welcome and Call to Order
2. Approval of the Agenda
3. Approval of the May 20, 2024 Minutes
4. Beautifying Hickory Recognition Project Submissions
5. Other/ Open Discussion-

Adjourn

**Community Appearance Commission
Board & Subcommittee Assignments
November 2023**

Tree Board / Beautification Awards

- Nancy Zagaroli
- Sharon Crosby
- Tony Jackson
- Delores Deal

Litter Reduction

- Daria Jackson
- Delores Deal
- Cliff Moone
- Doug Dickson

Mission Statement

*To enhance and improve the visual quality
and aesthetic characteristics of the city.*

CAC Powers and Duties

The City of Hickory holds all public meetings in accessible rooms as charged by the Hickory City Council. Special requests for accommodations should be submitted to the City Manager's Office (828-323-7412) at least 48 hours before the scheduled meeting.

Attendance Roster

FY 23-24

Community Appearance Commission

Key	A	Absent	AX	Excused	No meeting
	P	Present	No Quorum	Vacant/Not yet appointed	

		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Appoint	Expire
Ward 1	Lynn Sampson								P		AX	P		Jul-21	Jun-24
Ward 2	Cliff Moone	P	P	P	P	P			P		P	P		Jul-23	Jun-26
Ward 3	Daria Jackson	P	A	A	A	A			A		A	A		Jul-22	Jun-25
Ward 4	Delores Deal	A	P	P	P	P			P		AX	P		Jul-22	Jun-25
Ward 5	Nancy Zagaroli	P	P	AX	A	P			P		AX	P		Jul-22	Jun-25
Ward 6	Doug Dickson	p	AX	AX	P	P			P		p	P		Sep-22	Jun-25
At-Large in ETJ	Tony Jackson	p	P	P	AX	AX			P		p	P		Sep-22	Jun-25
At-Large	Vacant														
At-Large	Sharion Crosby	P	P	P	P	P			P		AX	P		Jul-22	Jun-25
Planing Commission	Vacant														
Youth Council	Addison Cox		AX	AX	P	P			AX		AX	AX			Aug-23

FY 2023 / 2024

Community Appearance Commission - Grant Budget

Applicant	Location	Community Appearance	City Council Approval	Paid Out	Total Investment
Debra Moore	1054 3rd Ave Dr. NW	\$7,500.00	Yes	Yes	\$15,546.81
Daniel Dixon	1070 3rd AVE Dr. NW	\$3,750.00	Yes	Yes	\$8,200.00
Kim Harkins	266 1st Ave NW	\$7,500.00	Yes	Yes	\$14,145.00
Grant Totals Awarded		\$18,750.00		Total	\$37,891.81
FY 2023/2024 Grant Budget		\$40,000.00			
Unencumbered Funds Remaining		\$21,250.00			

Community Appearance Commission
Monday, May 20, 2024, 4:00 pm

A regular meeting of the City of Hickory's Community Appearance Commission (CAC) was held on Monday, May 20, 2024, 4:00 pm, in the Flag Conference Room at City Hall.

Members Present: Cliff Moone, Sharon Crosby, Lynn Sampson, Delores Deal, Tony Jackson, and Nancy Zagaroli

Members Excused: Doug Dickson

Members Absent: Daria Jackson and Addison Cox

Others Present: City Planner Wilson Elliott, staff liaison, and Minutes Clerk Anne Starnes

A quorum was present.

Welcome & Call to Order: Cliff Moone, Chair, called the meeting to order at 4:00 pm and welcomed everyone.

Guest Presentation: Mr. Moone introduced resident Bill Miller, who recently moved to Hickory from Asheville. Mr. Miller is interested in heightening awareness and the importance of reducing pollution and litter. He discussed his goal of making Hickory one of the cleanest places to live in NC within the next 5-years, if not the cleanest. He also asked for guidance on areas he should visit to pick up litter. Members suggested he contact Todd Byrd and join his team of volunteers when they pick up litter on Saturdays, 9:00 am to 12 noon. Mr. Miller plans to work alone most of the time, and wants to be sure the City will take away his bags of litter. Mr. Moone and Mr. Elliott will give him the contact information for Mr. Byrd and Solid Waste Manager Andrew Ballentine. Everyone appreciated Mr. Miller's strong commitment and thanked him for attending. Mr. Moone said the CAC would involve Mr. Miller in their future litter pick-up events.

Approval of the Agenda: Mr. Moone said no grant requests were on the meeting agenda, and would not be until after the new fiscal year begins on July 1, 2024. He asked for additions to the agenda, and there were none.

Tony Jackson moved, seconded by Nancy Zagaroli, to approve the agenda as presented. The motion carried.

Approval of February 26, 2024 Minutes: Due to the lack of a quorum at the previous meeting in April, the February minutes were not approved. No additions, deletions, or corrections were stated. Sharon Crosby moved, seconded by Nancy Zagaroli, to approve the February 26, 2024 minutes as presented. The motion carried.

Mr. Moone said a quorum was not present at the April 22, 2024 meeting, but unofficial meeting "notes" were prepared. Mr. Elliott will forward them to everyone.

"Beautifying Hickory" Recognition Program: Mr. Moone said members had originally planned to begin considering nominated properties for "Beautifying Hickory" recognition back in April, but Mr. Elliott had not received any nominations. Members discussed the various properties they planned to nominate this month and the process for submitting a nomination. Mr. Elliott suggested members submit each property owner's name and address directly to him for now, and he will follow up. The City will recognize recipients in a news release and on their website. Mr. Moone said that, due to the CAC meeting being at the end of each month, nominated properties from the previous month would be recognized in the following month, so the May recipients would be recognized during June. Members also discussed the procedure for taking the property photograph. Ms. Sampson asked how property owners would be notified of their recognition, and if the City would send them a notification letter.

Mr. Moone read aloud from the November 27, 2023 meeting minutes, when members had discussed and decided on the procedure to follow.

“He (Assistant City Manager Rick Beasley) proposed the CAC select 4 to 5 properties to recognize during certain months (to be determined), with photos provided for each nomination. City communications staff will post them on the website for that month. After the final month, one of the nominees will be chosen as Hickory Yard of the Year and a new Beautification Award category will be created to recognize them in 2024. Hickory discourages the use of yard signs, so with Mr. Beasley’s proposed format no signs will be posted in nominees’ yards. Mr. Moone said City Manager Warren Wood supports the proposal.

The selected monthly recipients will be notified of their recognition in advance, and advised where their property photos will be shared. Ms. Crosby suggested they also share it on Facebook, since not everyone visits the City website. Mr. Elliott said communications staff would most likely share it across all media outlets.

Following discussion, members agreed the program should definitely be held during April through September, with a focus on yards and landscaping.”

Mr. Moone said each nomination should include the property owner’s name, property address, and a photo that represents the property well. In response to Ms. Sampson’s earlier question, Ms. Zagaroli suggested she notify the property owner she is nominating that the City Community Appearance Commission’s “Beautifying Hickory Program” is recognizing their property, and would be sharing the details in a news release, on Facebook, and on the “Boards and Commissions” page on the City website. Mr. Elliott said either he or a communications staff member would visit the property and take the photo.

Nominated properties for May were:

Lynn Sampson – nominated Corinth Reformed Church

Cliff Moone – nominated Viewmont Animal Hospital

Sharon Crosby, Nancy Zagaroli, and Delores Deal – will each provide their nominee information to Mr. Elliott tomorrow

Tony Jackson moved, seconded by Delores Deal, to approve the six (6) nominee properties submitted and discussed as the Beautifying Hickory recipients for May 2024. The motion carried.

Mr. Moone reminded members to send their nominee information to Mr. Elliott tomorrow.

Open Discussion: Mr. Jackson discussed various business properties that are very attractive, such as Viewmont Animal Hospital, LRU, and Thistle Dew Nicely Florals, saying they deserve recognition, as do many others in Hickory. Mr. Moone noted the CAC would also be choosing recipients for their Beautification Awards in the fall, in seven categories, with an eighth category being added this year. Other boards/commissions in the City also present awards during the year, such as the “Business. Well Crafted. Awards” presented by the Business Development Committee during the fall.

Mr. Jackson suggested the CAC recognize the City of Hickory’s efforts in creating the new walks and trails, and the grounds crews who work throughout the city, especially in downtown. He also suggested recognizing the individuals/businesses that provided financial support for the city’s murals, and possibly the artists, too. Mr. Moone said he had been advised the CAC cannot present a Beautification Award to the City of Hickory, but suggested the Commission could compose a letter thanking the City staff and Bond Commission members for their efforts. Mr. Jackson agreed to draft a formal letter of appreciation, on behalf of CAC members.

Tony Jackson moved, seconded by Lynn Sampson, to approve sending a letter of appreciation from the Community Appearance Commission to Hickory City Council, City of Hickory staff members and Bond Commission members, for their significant efforts to beautify and renew the city through the City Walk, River Walk, and other initiatives.

Discussion followed. Mr. Jackson will write the letter, and Mr. Moone requested it be e-mailed to members for their comments and input, and add it to the Commission’s June agenda for final approval. He suggested the letter should be read at a future City Council meeting.

The motion came to a vote and carried unanimously.

Mr. Moone requested a motion to approve a second letter of appreciation, to thank City grounds and landscaping crews for their efforts, which he will draft.

Cliff Moone moved, seconded by Delores Deal, to approve sending a letter of appreciation from the Community Appearance Commission to the City of Hickory's Public Services Landscaping Services staff and workers, for a job well done in Hickory. There was no discussion and the motion carried unanimously.

Ms. Zagaroli asked for further clarification on the parameters of the monthly Beautifying Hickory recognition program, since various members had noted some confusion. Mr. Jackson suggested they discuss it further at a future meeting, including both residential and business/commercial property beautification. He suggested members clarify the CAC's role, and possibly broaden it, which might include addressing Hickory's blighted properties. He requested members dedicate a future agenda item to clarifying the CAC mission, including their role in formally recognizing individual efforts to beautify Hickory, which could include current mural artists, LRU's efforts in commissioning sculptures for their campus, etc. Mr. Moone discussed his and the Hickory Rotary Club's involvement in the "Miracle of Hickory" mural in downtown, noting that Hickory's individual murals, sculptures, etc. are acknowledged on the Public Art Commission page on the website. He suggested the two Commissions consider working together in the future and bring more attention to Hickory's public art.

As requested, Mr. Elliott will add the discussion to the next meeting agenda. Mr. Moone said CAC members could discuss adding new projects to next year's work plan. Proposed work plans are typically submitted to the budget office in early February, so they would need to begin discussing their FY 2024/25 Work Plan a couple months in advance.

Other Business:

FY 2023/24 Grants Budget – At the previous meeting, the CAC approved an Appearance Grant of \$7,500 for renovations to the Hatch restaurant exterior. Ms. Zagaroli asked for an update, and Mr. Elliott said their renovations are currently underway. The grant funds will be paid after all portions of work included in the grant request are completed.

The CAC's \$40,000 grants budget was included in the agenda packet. During the current fiscal year, three (3) Appearance Grants were requested and awarded, totaling \$18,750. After Hatch's \$7,500 grant is paid out, a balance of \$21,250 will remain in the budget. The total investment made by the three grant recipients was \$37,891.81.

Ms. Deal said the City had removed the trash receptacle from in front of Randolph's Billiards. People are now putting cigarette butts, cans, and bottles in the flowerbed, so she requested the trash receptacle be returned. She mentioned seeing only one park bench along the entire River Walk. The City Walk needs more benches, too, and both of them need more trash receptacles. Mr. Moone suggested she contact Assistant City Manager Rick Beasley.

Next Meeting: The next regular meeting is scheduled for Monday, June 24, 2024, at 4:00 pm.

Adjourn: Tony Jackson moved, seconded by Lynn Sampson, to adjourn. There being no further business, the meeting adjourned at 5:30 pm.

Cliff Moone, Chair
Community Appearance Commission

Anne Starnes, Minutes Clerk
City of Hickory