



COMMUNITY APPEARANCE COMMISSION
Monday, August 24, 2026 –
4:00 p.m. Hickory City Hall

2ND FLOOR
PLANNING DEPARTMENT FLAG
CONFERENCE ROOM

Commission Members	
Ginger Bishop (Ward 1)	Sharon Crosby (At-large)
Vacant (Ward 2)	Vacant (At-large)
Bruce Hooker (Ward 3) (Acting Chair)	Ed Fickle (At-large)
Delores Deal (Ward 4)	Vacant (Planning Commission)
Ryan Young (Ward 5)	Vacant (Youth Council)
Doug Dickson (Ward 6)	

----- Agenda-----

1. Welcome and Call to Order
2. Approval of the Agenda
3. Approval of July 27 and August 6 Minutes
4. Officers Discussion
5. Hickory In Bloom
6. New Business
7. Adjourn

**Community Appearance Commission
Board & Subcommittee Assignments
June 2026**

Tree Board / Beautification Awards

- Sharon Crosby
- Delores Deal

Litter Reduction

- Delores Deal
- Doug Dickson
- Ed Fickle

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.

FY 2025 / 2026

Community Appearance Commission - Grant Budget

Applicant	Location	Community Appearance	City Council Approval	Paid Out	Total Investment
Zack Cranford		\$7,500.00	Yes	Yes	\$15,200.00
Tim Herndon	Elks Lodge	\$10,000.00			\$29,904.00
Grant Totals Awarded		\$17,500.00		Total	\$45,104.00
FY 2026/2027 Grant Budget		\$40,000.00			
Unencumbered Funds Remaining		\$22,500.00			

NOTES
Hickory Community Appearance Commission
Monday, July 27, 2026, at 4:00 pm

A regular meeting of the Community Appearance Commission (CAC) was held on Monday, July 27, 2026, 4:00 pm, in the Flag Conference Room at City Hall.

Members Present: Bruce Hooker, Ginger Bishop, Delores Deal, and Doug Dickson

Members Excused: Sharon Crosby and Ed Fickle

Members Absent: Ryan Young and Bill McBrayer

Guests Present: Tim Herndon (Hickory Elks Lodge) and Crystal Rogers (Elite Properties, Inc.)

Others Present: Planning Manager Cal Overby and Minutes Clerk Anne Starnes

A quorum was *not* present.

Call to Order & Welcome: Former Vice-Chair Bruce Hooker convened the meeting at 4:15 pm and thanked everyone for attending. Planning Manager Cal Overby, the former staff liaison to the CAC, attended for Wilson Elliott.

Administer New Member Oath of Office: Ward 1 representative Ginger Bishop took the City's oath of office and was sworn in as a member of the Community Appearance Commission. There is currently one (At-large) vacancy on the Commission.

Approval of July 27, 2026 Agenda: Due to the lack of a quorum, the agenda was not approved.

Approval of June 22, 2026 Minutes: The June 22, 2026 minutes were not approved.

Consideration of Two (2) Community Appearance Grant Applications: Members discussed how to proceed without having a quorum present. Mr. Hooker said members could review the two (2) applications submitted to staff, but could not to make a decision on them today. Dr. Bishop asked if everything included in the two (2) applications had been reviewed by staff. Mr. Overby said yes, Mr. Elliott should have reviewed both applications prior to distributing them to members.

Tim Herndon (Hickory Elks Lodge) – Tim Herndon submitted an application for a Community Appearance Grant on behalf of the Hickory Elks Lodge, for improvements to property located at 356 Main Avenue NW. The project would enhance the overall property and highlight the Elks' Hickory Veterans Memorial, which is visible from the City Walk directly south of the property. A grant of \$7,500 is being requested, and the cost of the project is \$17,450.

The applicant was present to discuss his grant project and the application was included in the agenda packet, along with two (2) estimates for the work listed and property photos. The total painting cost for the building's exterior will be \$17,450. The \$7,500 Appearance Grant would go toward this expense, with the Elks Club paying the remaining balance of \$9,950. Mr. Herndon said the building's north facing wall was painted last year, so the project includes painting only three (3) of the exterior walls. Mr. Hooker said he understood painting was a viable project expense, and Mr. Overby confirmed it.

The full project includes six (6) sub-projects consisting of: 1) painting the building; 2) repairing broken/cracked concrete walks; 3) repairing/upgrading the lawn; 4) trimming bushes; 5) landscaping the City

Veterans Memorial site; and 6) trimming/removing the surrounding trees. The total cost of the full project, including all six (6) of the sub-projects, is \$29,904. Mr. Herndon said since submitting the Elks' grant application, he had learned they are not limited to the \$7,500 being requested, if the Commission recommends a greater funding amount to City Council. Maintaining the building's architectural integrity and historical significance are both important to them, as is the Hickory Veterans Memorial; however, the current appearance of the grounds detracts from their Memorial site. Mr. Herndon proposed switching out his current application, for an amended application with a grant request of \$14,950 and total estimated project cost of \$29,904. Mr. Hooker said the amended application would be taken under consideration, noting the members could not make any decisions today without a quorum present.

Members discussed the project with Mr. Herndon and asked questions. Regarding the landscaping quote, Mr. Herndon said only one quote was included with their application, which combines landscaping and trimming the bushes, since the alternate plan is for Elks members to do the work themselves. He reviewed the order they plan to undertake the various sub-projects. Mr. Overby advised Mr. Herndon that none of the work included in his grant request could begin until after it receives City Council's approval. Also, exceptional merit is required for a grant project to receive greater funding than \$7,500; Mr. Herndon said the additional funds requested would go toward adding value to the Hickory Veterans Memorial on their south lawn.

In order to provide Mr. Herndon an immediate decision, members discussed holding a Special Called Meeting, possibly next week. Mr. Overby suggested Mr. Herndon should also attend to explain the Elks' project to members who were absent today. Mr. Herndon thanked the members for their support, and Mr. Hooker said Mr. Elliott would contact him soon. Mr. Overby will update Mr. Elliott tomorrow, and members will be advised if the CAC is meeting next week. Mr. Herndon left the meeting.

Members continued discussing Mr. Herndon's application, specifically his (second) amended application requesting a grant of \$14,950 for the entire project, estimated to cost \$29,904. Mr. Overby noted that even if members recommend additional funding for the project, City Council might choose to approve only \$7,500 in funding for the project. A funding decision will be made when the full Commission meets and considers both versions of the Elks' grant application.

Crystal Rogers (Elite Properties, Inc.) – Crystal Rogers submitted an application for a Community Appearance Grant on behalf of Elite Properties, Inc., for improvements to property at 310 4th Street SW. The project would enhance the property occupied by her real estate business, located in an older home along one of Hickory's gateways, and includes replacing and painting all wood trim and porch floors, as needed; painting the exterior of the entire house; adding a new sidewalk; repairing and painting the front steps and adjacent concrete ledges; edging the front flower beds; trimming the large bushes; adding flowering bushes, plants and mulch; and, replacing the back door with a new wood door. A grant of \$7,500 is requested and the overall project cost is \$15,080.

The applicant was present to discuss her grant project and the application was included in the agenda packet, along with two (2) estimates for the work listed and property photos. Members discussed the project with Ms. Rogers and asked questions.

Mr. Hooker advised Ms. Rogers a quorum was not present, so members could not make a decision today. However, a Special Called Meeting is being considered, possibly for next week. Ms. Rogers said she would be able to attend if needed, either in person or via Zoom, and Mr. Hooker said Mr. Elliott would contact her soon. Ms. Rogers thanked everyone and left the meeting.

Members continued reviewing Ms. Rogers' application. A few questions were raised and discussed regarding her attachments. One of her estimates was from a company in Florida and both estimates had expired. Also, she did not include a specific landscaping plan or a quote for the wood door being replaced.

Members agreed to request Ms. Rogers submit two (2) updated estimates, including a second one from a local business, along with a specific landscaping plan for the property that explains what she plans to plant, and where. If the new estimates are submitted, members agreed they would likely support her grant application.

“Hickory in Bloom” Recognition Program Discussion: There was no discussion of “Hickory in Bloom” Recognition Program nominees for the month of July.

New Business: none

Other Business: The members present all expected they could attend a meeting next week. After Mr. Elliott consults with the City Clerk, they will be advised if a Special Called Meeting is being held in early August.

Next Meeting: The next regular meeting will be held on Monday, August 24, 4:00 pm, at City Hall. Mr. Hooker will be out of town and unable to attend.

Prior to the next meeting, members requested to receive a copy of the (second) amended Elks Lodge grant application requesting \$14,950, which was not distributed to them today, as well as copies of Ms. Rogers’ new work estimates.

Adjourn: There being no further business, the meeting adjourned at 5:15 pm.

Bruce Hooker, Former Vice-Chair
Community Appearance Commission

Anne Starnes, Minutes Clerk
City of Hickory

SPECIAL CALLED MEETING
Hickory Community Appearance Commission
Thursday, August 6, 2026, at 4:00 pm

A special called meeting of the Community Appearance Commission (CAC) was held on Thursday, August 6, 2026, 4:00 pm, in the Flag Conference Room at City Hall.

Members Present: Bruce Hooker, Ginger Bishop, Sharon Crosby, Doug Dickson, and Delores Deal

Members Excused: Ed Fickle

Members Absent: Ryan Young and Bill McBrayer

Guests Present: Timothy Herndon (Hickory Elks Lodge)

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

A quorum was present.

Background Information: Prior to convening the meeting, members discussed their regular Community Appearance Commission (CAC) meeting on Monday, July 27, 2026. Timothy Herndon attended the meeting and discussed the Appearance Grant application he submitted on behalf of Hickory Elks Lodge, located at 356 Main Avenue NW. He had informed CAC members their entire project would include six (6) sub-projects consisting of: 1) painting the building; 2) repairing broken/cracked concrete walks; 3) repairing and upgrading the lawn; 4) trimming the bushes; 5) landscaping the Veterans Memorial site; and 6) trimming and removing the surrounding trees. The total cost of their project will be \$29,904, including all six (6) sub-projects. Prior to attending the meeting, Mr. Herndon had learned the Elks would not be limited to a request of \$7,500 if the Commission recommended City Council fund the grant at a higher amount. He told members maintaining the building's architectural integrity and historical significance are both important to them, as is their Hickory Veterans Memorial; however, the current appearance of their grounds detracts from the Memorial site. Mr. Herndon had proposed switching out their current (July 27) application for a revised one requesting a grant of \$14,950, with the total project cost estimated at \$29,904. He was advised their revised application would be taken under consideration.

Staff liaison Wilson Elliott distributed copies of the "Appearance Grant Review and Comparison" that he prepared, including a review of each specific project item, with compared costs from both the original and revised funding requests, as well as a "Complete Quote Breakdown" comparing the quotes and work entailed in detail. In summary, Mr. Elliott said the original application had requested a grant of only \$7,500 for the painting expenses, and the revised application includes all aspects of their project. He said the recommended amount of funding would be decided by members. Discussion followed.

Call to Order: Bruce Hooker called the meeting to order at 4:15 pm. Staff liaison Wilson Elliott advised members that during the special called meeting, discussion would be limited to only the topic advertised, the Hickory Elks Lodge's grant application, but including the original application that Timothy Herndon submitted requesting \$7,500 and the revised application requesting \$14,950.

Consideration of Hickory Elks Lodge Appearance Grant Submitted by Timothy Herndon: Members first heard grant applicant Timothy Herndon's presentation during their regular meeting on Monday, July 27, 2026. However, a quorum was not present and members could not take action on the grant request. During the

meeting, he had proposed switching out his current application for an amended one requesting a \$14,950 grant, reflecting their total estimated project cost of \$29,904.

Mr. Herndon was present to discuss the Hickory Elks Lodge grant project. Their application was distributed in the agenda packet, including two (2) estimates for the work listed and current photos of their building and property. He said the purpose of their project is to enhance the City of Hickory Veterans Memorial on their property. They hope to attract visitors from the City Walk and downtown Hickory to visit the Memorial, and believe that beautifying the property will help accomplish this. He said the City's grant guidelines state it is possible to receive grant funding of more than \$7,500 if the project has exceptional architectural merit or makes an extraordinary impact on the community, and he believes their project fits these criteria.

For the benefit of CAC members and staff who could not attend the meeting on July 27, Mr. Herndon discussed his application again and reviewed the six (6) sub-projects in detail. Members asked questions as needed for clarification, as he explained how they plan to complete each of the sub-projects.

Mr. Herndon was excused while members reviewed his grant application and deliberated. They scored each criteria category on the checklist, and the consensus was a total score of 26 points, placing the request in the "high" category.

Discussion on the grant amount to recommend followed. Members agreed they could not fund the full \$14,950 from their budget, as requested, but could consider a \$10,000 grant. Specifically, the \$10,000 would go toward three (3) of their sub-projects, including painting (\$7,500), bush trimming (\$350) and partial tree work (\$2,150).

Doug Dickson moved, seconded by Delores Deal, that the Community Appearance Commission recommends Hickory City Council approve the Timothy Herndon/Hickory Elks Lodge Appearance Grant application and provide \$10,000 for painting the building, bush trimming, and tree work to enhance the property at 356 Main Avenue NW, based on discussion and review by members. The motion carried unanimously.

Mr. Herndon returned to the meeting. He thanked members for their support, and appreciated that they plan to recommend grant funding of \$10,000.

The CAC recommendation will now go to Hickory City Council for final approval, likely at their meeting on August 18, at 6:00 pm. Mr. Elliott will contact Mr. Herndon to discuss the grant contract and City Council meeting details.

Adjourn: Mr. Hooker thanked Mr. Elliott for arranging the special called meeting. Ginger Bishop moved, seconded by Delores Deal, to adjourn. There being no further business, the meeting adjourned at 5:00 pm.

Bruce Hooker, Former Vice-Chair
Community Appearance Commission

Anne Starnes, Minutes Clerk
City of Hickory