

## BEAUTIFICATION AWARD GUIDELINES

- \* The City shall be divided into five equal areas for the purpose of selecting two homes from each area. The area boundaries that were established in 1992 will remain in effect.
- \* At least one Commissioner shall be assigned to each area for the purpose of nominating homes in that area and compiling a list of the homes that are to be nominated.
- \* Nominations can be received by phone, letter, fax, e-mail or in person to either the City Clerk's Office or individual Commissioners.
- \* All nominations are to be received by July 15th in the City Clerk's Office where a list of the nominees will be compiled.
- \* Commissioners, their relatives and close friends along with the City's elected officials and those City employees who work with the Beautification Commission are not eligible for nomination.
- \* Houses for sale shall not be eligible for nomination, nor shall any nominated house that is put up for sale be eligible to receive an award.
- \* A list of all nominees are to be presented to the Commission at their July meeting.
- \* Nominated houses will be judged based upon the following: 1) how well maintained and manicured they are; and 2) how aesthetically pleasing the house is to the area.
- \* Only front yards will be considered except for those houses on corner lots.
- \* The Commissioners will use a SMART bus to view all the nominated houses in July. On this bus trip each Commissioner will be provided with a list of nominated homes and score sheet where they will rank each house on a scale from one to five, with five being the best score. After viewing and scoring all the nominations, the scores for each home will be added up and the two highest scores in each one of the five areas will be selected to receive an award.
- \* Pictures of the award winning homes are to be taken by August 15th for the purpose of affixing them to the award.
- \* Plaques are to be ordered for each award winner, and must be finished by the end of September.
- \* The awards dinner is to be held on the second Wednesday of November each year, and arrangements for a picture of the award winners should be made for publicity purposes.
- \* That award winning homes shall not be eligible to receive this award more than once in a ten year period.

Approved: May 1998