



## Keep Richwood Beautiful Yard of the Month Standard Operating Procedure

### YARD OF THE MONTH CONTEST GUIDELINES

Keep Richwood Beautiful has established a Yard of the Month Program to promote goodwill and reward exemplary lawn care in the community. The purpose of the program is to recognize neighbors who demonstrate above-average efforts in maintaining their property, thereby contributing to the overall appearance of the community at large. This is a great award and the program is administered entirely by board members.

For the months April through September, the Keep Richwood Beautiful Committee will choose a lawn that best typifies the qualities of: uniqueness, beauty, appeal, and consistency with the guidelines. The Committee will select one residential yard during the board meeting of each month (April through September as well as October and December. See details below). The winner of the Yard of the Month will win a \$25 gift card and will be provided with a decorative yard sign for display indicating their winning yard, as well as a posting and photo on our Facebook page.

### Contest Guidelines

All **residential** properties within the city limits are automatically eligible.

Award winners are selected based on the recommended judging criteria listed below.

Key criteria include manicured yard, beautification, originality and creativity.

The upkeep of the yard can reflect the efforts of the residents themselves or that of a professional landscaper or groundskeeper.

An award duration term lasts a single calendar month, and runs from the first day to the last day of that same month.

Recipients receiving awards in the middle of the month shall surrender their award at the end of that same month.

While an individual's home is being recognized as a "Yard of the Month," they are expected to maintain their yard in the same manner that allowed them to win the title.

### RECOMMENDED JUDGING CRITERIA

Keep Richwood Beautiful Committee, Yard of the Month candidates are judged solely on the total exterior appearance of their property and front yard as viewed from the street. General upkeep of the yard and property is paramount.

Factors include the overall appearance, tidiness and neatness of the front of the property as evidenced by pruned, trimmed and shaped foliage, edged and defined lawns, borders & flower beds, and a visually appealing facade.

LAWN: Grass should be healthy with no bare spots or excessive weeds. Grass shall be mowed and edged, and trimmed around foundations and fences. Debris (garbage, pet feces, etc.) shall be picked up

and removed. A unified, simple and balanced landscape design with a neat and natural appearance is preferred.

LANDSCAPE & FLOWER BEDS: Beds shall be weeded and edged, flowers must be deadheaded and dead plants removed, trees and shrubs pruned, natural areas cleaned. Beautification efforts should include new flowers, new trees, and new shrubs, etc., with plantings in scale with the surroundings and limited to a few types of plants rather than enough to confuse the eye.

WALKWAYS & DRIVEWAYS: Walkways and driveways shall be clean (including trash containers or yard products removed from view). The area in front of the curb must be free from debris and dirt. The appearance after dusk including accent lighting, safety lighting, visible interior lighting, etc.

AESTHETICS: The overall look of landscaping (formal versus informal, use of color and textures, garden art) is important. The front entryway should be inviting, with original and creative touches to show personality (hanging baskets, pots, yard art, bird feeders, etc.)

### Decorative Awards

Yard of the Month candidates for decorative awards are judged solely on the exterior appearance of their property as viewed from the street. General maintenance and upkeep of the yard and home is included in the judging. Overall appearance, tastefulness, creativity, decorating in the “spirit of the holiday”, and a visually appealing façade are considered.

July: The Yard of the Month award for July will be judged on the house with the Most Patriotic decorations. Theme, creativity and originality in ornamental lighting and decorations will be considered, as will daylight and evening display. Judging will take place during the 1st week of July. A Facebook event will be created for Most Patriotic Yard of the Month. In this case, first place will receive \$100 gift

card, second place will receive \$50 gift card, and third place will receive a \$25 gift card. Residents will submit photos of their yard to the Facebook event and whichever photo receives the most “likes” will win. The highest “likes” wins 1<sup>st</sup>, then second and third place follows in order of number of likes.

October: The Yard of the Month award for October will be judged on the house with the best Fall/Halloween decorations. Spooks, goblins, black cats, and pumpkins are all in order. Lights and animation are a plus. Judging will take place during the 3rd week of October. A Facebook event will be created for Spookiest Yard of the Month. In this case, first place will receive \$100 gift card, second place will receive \$50 gift card, and third place will receive a \$25 gift card. Residents will submit photos of their yard to the Facebook event and whichever photo receives the most “likes” will win. The highest “likes” wins 1<sup>st</sup>, then second and third place follows in order of number of likes.

December: The Yard of the Month award for December will be judged on the house with the best Christmas decorations. Theme, creativity and originality in ornamental lighting and decorations will be considered, as will daylight and evening display. Judging will take place during the 2nd week of December. A Facebook event will be created for Best Decorated Yard of the Month. In this case, first place will receive \$100 gift card, second place will receive \$50 gift card, and third place will receive a \$25 gift card. Residents will submit photos of their yard to the Facebook event and whichever photo receives the most “likes” will win. The highest “likes” wins 1<sup>st</sup>, then second and third place follows in order of number of likes.

**Summary note:** While lack of strict adherence to the criteria above does not necessarily disqualify, these principles offer general guidelines that should be recognized by the Keep Richwood Beautiful Committee Yard of the Month program.

The Keep Richwood Beautiful Committee is dedicated to improving the quality of living and appearance of our community. We encourage residents to take pride in their homes and neighborhood. In turn, we look to celebrate those who do a superior job in maintaining their yards in such a way that they enhance the overall curb appeal of the entire community.

#### Record Keeping

A spreadsheet will be kept by the Executive Director with Yard of the Month winners. Their name, address, phone number, and email address will be added to the document for ease of access.

Judging by Board Members

Each board member will be assigned one section of the city and be assigned a month (or more) to pick Yard of the Month or Decorative Yard of the Month. It is in the interest of the Keep Richwood Beautiful committee to try to find yards in each subdivision of the city.

See attached table:

Board Member	Section/Subdivision	Month	Pick no later than...
Chairman	Audubon Woods I Audubon Woods II	April/October	First week in April/Third week in October
Vice Chair/Treasurer	Glenwood Bayou	May/December	First week in May/Second week in December
Secretary	Oakwood Shores	June	First week in June
Associate Member	Davidson Slater	July	First week in July
Associate Member	Original Richwood	August	First week in August
Associate Member	Brazos Crossing	September	First week in September

