



DURHAM CITY-COUNTY APPEARANCE COMMISSION

AGENDA

January 16, 2019, 6:00pm
Committee Room GA, Ground Floor, City Hall
101 City Hall Plaza, Durham, NC

- I. **Call to Order**
- II. **Approval of Minutes**
- III. **Adjustments to the Agenda**
- IV. **Treasurer's Report**
- V. **Durham Downtown Wayfinding Project**
- VI. **Expanding Housing Choices in Durham Project**
- VII. **Subcommittee Reports**
 - a. Design Policy
 - b. Digital Outreach
 - c. Education & Engagement
 - d. Golden Leaf Awards
- VIII. **New Business & Announcements**
- IX. **Adjournment**

Notice Under the Americans with Disabilities Act - A person with a disability may receive an auxiliary aid or service to effectively participate in city government activities by contacting the ADA Coordinator, voice 919-560-4197, fax 560-4196, TTY 919-560-1200, or ADA@DurhamNC.gov, as soon as possible but no later than 48 hours before the event or deadline date.

FY 19 Action Agenda			
	<i>Item</i>	<i>Subcommittee Responsible</i>	<i>Point Person (Chair)</i>
1	Host 2019 Golden Leaf Awards.	Golden Leaf Awards	Pam Porter
2	Build a robust digital outreach platform (e.g. enhanced website, re-tool social media, develop contact list, post blog articles, etc.).	Digital Outreach	Jessie Braverman
3	Develop and maintain sponsorships.	Education & Engagement Digital Outreach Golden Leaf Awards	Erik Mehlman Jessie Braverman Pam Porter
4	Host 2 educational events.	Education & Engagement	Erik Mehlman
5	Participate in Expanding Housing Choices and development of new Comprehensive Plan.	Design Policy	Rick Crawford

FY 19 Subcommittee Rosters		
<i>Subcommittee</i>	<i>Chair</i>	<i>Other Members</i>
Design Policy	Rick Crawford	Charles Douglas, Erik Mehlman, Leslie Mason, Mitch Tuchman
Digital Outreach	Jessie Braverman	Miguel Jackson, Anne Lebo, Leslie Mason, Mike Miller, Pam Porter
Education & Engagement	Erik Mehlman	Jessie Braverman, Rick Crawford, Charles Douglas, Lyn McClay, Mitch Tuchman
Golden Leaf Awards	Pam Porter	Jessie Braverman, Fred Jernigan, Lyn McClay, Ellen Weinstein

FY 19 Deadlines & Events

<i>Month</i>	<i>Design Policy</i>	<i>Digital Outreach</i>	<i>Education & Engage.</i>	<i>Golden Leaf Awards</i>
Jul 2018	Finalized FY 19 Budget & Workflow			
Aug 2018	“Expanding Housing Choices” staff presentation; Assist in E. Main Street outreach			
Sep 2018	Expanding Housing Choices	Present website options		
Oct 2018	Participate in E. Main Street charrette		Host Event #1	
Nov 2018		Website live; Mailchimp live; website updated with archival and background info		
Dec 2018	Off – Happy Holidays!			
Jan 2019				
Feb 2019		Social media live		Finish fundraising of \$3,000
Mar 2019	TBD Comp Plan			
Apr 2019	TBD Comp Plan			Host 2019 GLA
May 2019	TBD Comp Plan		Host Event #2	
June 2019	FY 20 Retreat & Election of Officers			