



## DURHAM CITY-COUNTY APPEARANCE COMMISSION

### AGENDA

February 20, 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. **Subcommittee Reports**
  - a. Design Policy
  - b. Digital Outreach
  - c. Education & Engagement
  - d. Golden Leaf Awards
- VI. **New Business & Announcements**
  - a. Downtown Durham Wayfinding Project
  - b. 2018 Annual Report
  - c. ULI Urban Plan for Public Officials
- VII. **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](mailto:ADA@DurhamNC.gov), as soon as possible but no later than 48 hours before the event or deadline date.*

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

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