



DURHAM CITY-COUNTY APPEARANCE COMMISSION

AGENDA

March 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. Golden Leaf Awards
 - b. Design Policy
 - c. Digital Outreach
 - d. Education & Engagement
- VI. **New Business & Announcements**
 - a. Expanding Housing Choices
 - b. Downtown Durham Wayfinding Project
- 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, 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 | 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 & 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 | | | |