



## DURHAM CITY-COUNTY APPEARANCE COMMISSION

### AGENDA

August 21 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. Durham County Application - Araba Awotwi
  - b. Durham County Application - Kiarash Rahmanian
  - c. Durham City Application – Dina Ciresa
  - d. Durham City Application – Mark Cromwell
  - e. Durham City Application – Kera' Robinson
  - f. Durham City Application – Zachary Sunderland
  - g. EngageDurham <https://engagedurham.com/>
- 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 20 Action Agenda</b>			
	<i>Item</i>	<i>Subcommittee Responsible</i>	<i>Point Person (Chair)</i>
1	<b>Host 2020 Golden Leaf Awards.</b>	Golden Leaf Awards	Anne Lebo
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	Jenna Bailey
3	<b>Develop and maintain sponsorships.</b>	Education & Engagement Digital Outreach Golden Leaf Awards	Jenna Bailey  Anne Lebo
4	<b>Host at least 2 educational events.</b>	Education & Engagement	Jenna Bailey
5	<b>Participate in the development of a new Comprehensive Plan.</b>	Design Policy	Rick Crawford

<b>FY 20 Subcommittee Rosters</b>		
<i>Subcommittee</i>	<i>Chair</i>	<i>Other Members</i>
Design Policy	Rick Crawford	Mike Miller, Leslie Mason, Kai Kelley Jr., Mitch Tuchman
Digital Outreach	Jenna Bailey	Mike Miller, Leslie Mason, Anne Lebo
Education & Engagement	Jenna Bailey	Lyn McClay, Rick Crawford, Kai Kelly Jr., Martha Scotford, Mitch Tuchman
Golden Leaf Awards	Anne Lebo	Lyn McClay, Jenna Bailey, Fred Jernigan, Martha Scotford

<b>FY 20 Available Funds</b>	
<i>Account</i>	<i>Starting Balance</i>
City-County Planning	\$2,500.00
Keep Durham Beautiful	\$4,346.08
<b>TOTAL</b>	<b>\$6,846.08</b>

<b>FY 20 Deadlines &amp; Events</b>				
<i>Month</i>	<i>Design Policy</i>	<i>Digital Outreach</i>	<i>Education &amp; Engage.</i>	<i>Golden Leaf Awards</i>
<b>Jul 2019</b>	Finalized FY 20 Budget & Workflow			
<b>Aug 2019</b>				
<b>Sep 2019</b>	<b>Comp Plan TBD</b>			
<b>Oct 2019</b>				
<b>Nov 2019</b>	<b>Comp Plan TBD</b>		<b>Tour of new Durham Library Main Branch &amp; panel discussion</b>	<b>Fundraising, Outreach, Awards List preparation</b>
<b>Dec 2019</b>	Off – Happy Holidays!			
<b>Jan 2020</b>				<b>Accept submittals and request jurors</b>
<b>Feb 2020</b>	<b>Comp Plan TBD</b>			<b>Secure venue and logistics</b>
<b>Mar 2020</b>			<b>Community Playground Conversation</b>	<b>Jury Review and Awards Preparation</b>
<b>Apr 2020</b>	<b>Comp Plan TBD</b>			<b>Awards Ceremony</b>
<b>May 2020</b>			<b>Tour of 21c</b>	
<b>June 2020</b>	FY 21 Retreat & Election of Officers			