



## DURHAM CITY-COUNTY APPEARANCE COMMISSION

### AGENDA

September 15, 2021 5:00pm  
VIRTUAL MEETING VIA ZOOM

Register in advance for this webinar:

[https://zoom.us/webinar/register/WN\\_MW85ZhFIT0qu-i7FJRNyda](https://zoom.us/webinar/register/WN_MW85ZhFIT0qu-i7FJRNyda)

- 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. Retreat
- VII. Adjournment

#### Notice under the Language Access Plan

Persons requiring language assistance to effectively participate in this event may contact the City-County Planning Department at 919-560-4137, or [kayla.seibel@durhamnc.gov](mailto:kayla.seibel@durhamnc.gov) to request interpretation and/or translation services as soon as possible but no later than 48 hours before the event or deadline date.

#### Aviso bajo el Plan de Acceso al Idioma

Personas que requieran asistencia lingüística para participar efectivamente en este evento pueden comunicarse con el Departamento de Planificación de la Ciudad y el Condado al 919-560-4137 o [kayla.seibel@durhamnc.gov](mailto:kayla.seibel@durhamnc.gov) para solicitar los servicios de interpretación y / o traducción tan pronto como sea posible pero no menos de 48 horas antes del evento o fecha límite.

#### Notice under the Americans with Disabilities Act (ADA)

Persons with disabilities 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 or [ADA@durhamnc.gov](mailto:ADA@durhamnc.gov), as soon as possible but no later than 48 hours before the event or deadline date.

**Aviso bajo la Ley sobre Estadounidenses con Discapacidades (ADA, siglas en Ingles)**

<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	Brandt Smith
3	<b>Develop and maintain sponsorships.</b>	Education & Engagement Digital Outreach Golden Leaf Awards	Anne Lebo
4	<b>Host at least 2 educational events.</b>	Education & Engagement	Dan Harrop and Martha Scotford
5	<b>Participate in the development of a new Comprehensive Plan.</b>	Design Policy	

<b>FY 20 Subcommittee Rosters</b>		
<i>Subcommittee</i>	<i>Chair</i>	<i>Other Members</i>
Design Policy		Kai Kelley Jr., Kiarash Rahmanian, Araba Awotwi,
Digital Outreach	Brandt Smith	Anne Lebo
Education & Engagement	Dan Harrop and Martha Scotford	Lyn McClay, Kai Kelly Jr., Kiarash Rahmanian, Jamie Tindal
Golden Leaf Awards	Anne Lebo	Lyn McClay, Martha Scotford, Araba Awotwi, Brandt Smith, Katina Rogers

Personas con discapacidades pueden recibir asistencia para participar efectivamente en actividades del gobierno de la ciudad al comuníquense con el Coordinador de ADA al 919-560-4197, fax 560-4196 o [ADA@durhamnc.gov](mailto:ADA@durhamnc.gov), tan pronto como sea posible pero no menos de 48 horas antes del evento o fecha límite.

<b>FY 22 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 2021</b>	FY 23 Retreat & Election of Officers			
<b>Aug 2021</b>				
<b>Sep 2021</b>				
<b>Oct 2021</b>				
<b>Nov 2021</b>				
<b>Dec 2021</b>	Off – Happy Holidays!			
<b>Jan 2022</b>				
<b>Feb 2022</b>				
<b>Mar 2022</b>				
<b>Apr 2022</b>				
<b>May 2022</b>				
<b>June 2022</b>				

<b>FY 20 Available Funds</b>	
<i>Account</i>	<i>Starting Balance</i>
City-County Planning	\$2,500.00
Keep Durham Beautiful	\$4,270.24
<b>TOTAL</b>	<b>\$7,088.24</b>