



## DURHAM CITY-COUNTY APPEARANCE COMMISSION

### MINUTES

February 17, 2020, 5:00pm  
Zoom

#### I. Call to Order

- a. Members Present: Mitch Tuchman (MT), Rick Crawford (RC), Martha Scotford (MS), Kai Kelley, Jr. (KK), Lyn McClay-Chair (LMc), Brandt Smith (BS), Anne Lebo (AL), Jamie Tindal (JT), Dan Harrop (DH); Leslie Mason (LM), Araba Awotwi (AA), Kiarash Rahmanian (KR)
- b. Members Absent (Excused) Jenna Bailey (JB) Katina Rogers (KR)
- c. Members Absent/Tardy:)
- d. Staff Liaison: Kayla Seibel (KS)
- e. Guest(s): None

#### II. Approval of Minutes

- a. Rick motioned and seconded by Kai
- b. Approved unanimously

#### III. Adjustments to the Agenda – none

#### IV. Treasurer's Report

- a. City County \$2500.00
- b. KDB \$4,160.08

#### V. Subcommittee Reports

- a. Golden Leaf Awards
  - Let Anne know if you have any input on the logo design
  - Need to draft language about the awards and opening up submissions for the website
  - Propose moving advertising for new submissions next week
  - When the call for submission is ready, let entire Commission know so they can help spread the word
  - Propose to hold off on soliciting donations at this time until we confirm a date for the awards ceremony
  - Will schedule a subcommittee meeting in next two weeks
- b. Design Policy
  - Goals and Objectives Statement
  - Adding specific mention of urban design principals is for later stages of the Comprehensive Plan process and the objectives as they are written are more aspirational



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- Encourages all members of the subcommittee to make comments of on their own through the survey  
<https://durham.mysocialpinpoint.com/comprehensiveplan>
  - Anne motioned and seconded by Martha to approve the statement and for the Chair to send to Planning Commission, City Council, and Board of County Commissioners
- c. Digital Outreach
- Nothing to report
- d. Education & Engagement
- Meeting on Feb 3
  - There is a vacancy for the subcommittee chair
  - Brainstormed events and outreach opportunities
  - Connect with Kayla if committee is interested in collaborating on education and engagement opportunities as part of Comp Plan
- VI. New Business
- a. 2020 Annual Report
- Mention subscriptions and reaching out and fundraising; Groups and individuals in the community have contributed funding for GLA and we've seen increased support from community last year.
  - This will be presented at the April JCCPC meeting
- VII. **Adjournment** – meeting adjourned
- a. Next Meeting March 17, 2020 at 5PM