June 5, 2019
Committee Room, 2nd Floor, City Hall
101 City Hall Plaza, Durham, NC

I. Call to Order
Chair Reckhow called the meeting to order at 9:33 a.m.

Voting Members Present: Ellen Reckhow, Chair, Board of County Commissioners
                        Charlie Reece, Vice Chair, City Council
                        Jillian Johnson, City Council
                        Brian Buzby, Planning Commission
                        Brenda Howerton, Board of County Commissioners
                        Wendy Jacobs, Board of County Commissioners

Voting Members Absent: Mark-Anthony Middleton, City Council

Nonvoting Members Present: Patrick O. Young, AICP, Planning Director

Nonvoting Members Absent: Wendell Davis, County Manager
                          Thomas J. Bonfield, City Manager

Staff Present: Sara Young, AICP, Assistant Planning Director
               Bryan Wardell, Senior Assistant County Attorney
               Don O’Toole, Deputy City Attorney
               Jessica Dockery, Planning Manager
               Scott Whiteman, AICP, Planning Manager
               Kayla Seibel, AICP, Senior Planner
               Michael Stock, AICP, Senior Planner
               Ellen Beckman, Transportation Planning Manager
               Susan Cole, Administrative Specialist

II. Adjustments to the Agenda
None.

III. Announcements
None.

IV. Approval of the Minutes from April 3, 2019
   MOTION: Approve the amended minutes from April 3, 2019. (Howerton, Johnson 2nd)
   ACTION: Motion carried, 6-0.
V. City and County Managers’ Priority Items
None.

VI. Housing Data for Land Use Cases
Scott Whiteman gave a brief presentation regarding the types of housing data that could be used to determine the effect of land use decisions. He also described how housing data would be used in development of the new Comprehensive Plan. Commissioner Reckhow also mentioned the proposed Commuter Rail project.

VII. Durham Comprehensive Plan: Phase 0 Update
Sara Young and Lisa Miller gave a presentation on the project to develop a new Comprehensive Plan, summarizing each phase of the project. In particular, they described the community engagement process and its focus on involving underrepresented and hard-to-reach groups in the community. The engagement effort will implement the Equitable Community Engagement Blueprint, developed by the City’s Neighborhood Improvement Services Department, and will further inform that document’s evolution. To encourage participation in the various avenues for community engagement (different types of in-person events, digital opportunities, etc.), the consultant is convening two groups: the Outreach Team and the Communications Team. The Outreach Team members will help shape the engagement efforts and connect people to the process through their personal relationships. A subset of the Outreach Team, referred to as Engagement Ambassadors, will be connecting to hard-to-reach groups, and will be compensated in recognition of their expertise and efforts. The Communications Team will develop the messaging and collateral items for the process, in response to and consultation with the Outreach Team.

Staff plans to provide at least one update to the JCCPC at every phase of the project. The JCCPC is anticipated to: provide early discussion and guidance in each project phase; receive a summary of each completed phase; provide input moving into the next phase; and ensure adherence to the adopted community-based values/guiding principles for the plan. The next update will take place at the August JCCPC meeting.

VIII. Adjournment
The meeting adjourned at 11:07 a.m.

Respectfully Submitted,

Susan Cole, Administrative Specialist