



DURHAM CITY-COUNTY APPEARANCE COMMISSION

MINUTES

July 17, 2019, 6:00pm
Committee Room GA, Ground Floor, City Hall
101 City Hall Plaza, Durham, NC

I. Call to Order

- a. Members Present: Mike Miller-Chair(Vice Chair), Anne Lebo (AL), Lyn McClay-Chair(LMc), Kai Kelley, Jr. (KK), Rick Crawford(RC), Leslie Mason (LM), Jenna Bailey (JB)
- b. Members Absent (Excused) Martha Scotford (MS), Fred Jernigan(FJ), Mitch Tuchman(MT)
- c. Members Absent/Tardy
- d. Staff Liaison: Kayla Seibel (KS)
- e. Guest(s): None

II. Approval of Minutes

- a. Motion by MM and seconded by RC
- b. Approved unanimously

III. Adjustments to the Agenda

- a. Review grant application
 - i. Neighborhood matching grants (\$2,500) proposed space: W. Chapel Hill street and downtown loop (underpass near Greyhound Station)
 - ii. Question re: is this space planned to be a part of the upcoming beltline railway plan
 - iii. Painting, landscaping, etc. possible dollars from current budget or in kind donations
 - iv. Next steps: coordinate with trailways team and connect with KDB leadership
 - v. Kayla will share link to participatory budget approved projects, who will complete, who is the lead, etc.
 - vi. Concern regarding implementation timeframe of potential projects approved
- b. Identify new chair for Digital Outreach
 - i. Jenna Bailey
 - ii. Potential for reaching out to Open Durham and Historic Preservation in lieu of current strategy/leveraging existing outlets
 - iii. Team will meet prior to next meeting to determine strategy for FY 20

IV. Treasurer's Report

- a. CCPD - \$2500.00

- b. KDB - \$4,346.08

V. Review of Subcommittee Worksheets

- a. **Golden Leaf:** Discussion of website/submissions for Golden Leaf
- b. **Design Policy:** Review Comprehensive plan as portions come through Kayla; will make recommendations and draft responses as appropriate
 - i. Kayla will let Rick know dates of Comprehensive plan meeting dates and when content is posted to the website
 - ii. Target date for adoption is spring of 2022
 - iii. 300/500 block award was presented at county commissioners meeting 2 weeks ago: this project has upcoming public input meetings in queue (New parking deck and affordable housing, public and green spaces)
- c. **Digital Outreach:**
- d. **Education & Engagement:** 3 proposed events:
 - i. December time-frame to tour new library/panel discussion
 - ii. March 2020: Community playground conversation on lack of kid-friendly space in cities
 - iii. May 2020: Tour of 21c as a re-use of an old building

VI. Subcommittee Reports: NA at this time second to agenda item V.

- a. Golden Leaf
- b. Design Policy
- c. Digital Outreach
- d. Education & Engagement

VII. Approve FY 20 Budget & Timeline

- a. AL motioned to approve, MM second, unanimously approved

VIII. New Business & Announcements

IX. Adjournment