



## DURHAM CITY-COUNTY APPEARANCE COMMISSION

### AGENDA

January 19, 2022 5:00pm  
VIRTUAL MEETING VIA ZOOM

Register in advance for this webinar:

[https://zoom.us/webinar/register/WN\\_rQZS3rV7QJ6V3sL4Cm6E-w](https://zoom.us/webinar/register/WN_rQZS3rV7QJ6V3sL4Cm6E-w)

- 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. Special visit from Planning Director, Sara Young
    - i. Discuss roles and goals for 2022
    - ii. Discuss process for Interlocal Agreement update
  - b. Approve 2022 Calendar
  - c. Approve 2021 Annual Report
- VII. **Adjournment**
  - a. Next Meeting February 16, 2022

#### **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**

Staff Contact: Kayla Seibel, Senior Planner  
919.560.4137 x28271 ▪ [Kayla.Seibel@DurhamNC.gov](mailto:Kayla.Seibel@DurhamNC.gov)  
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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)**

Personas con discapacidades pueden recibir asistencia para participar efectivamente en actividades del gobierno de la ciudad al comunicarse 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>2021-2022 Subcommittee Rosters</b>		
<i>Subcommittee</i>	<i>Chair</i>	<i>Other Members</i>
Design Policy	<b>Katina Rogers</b>	Anne Lebo, Dan Harrop, Jerry Guerrier
Digital Outreach	<b>Brandt Smith</b>	Anne Lebo, Kera' Robinson
Education & Engagement	<b>Dan Harrop and Martha Scotford</b>	Lyn McClay, Kai Kelly Jr., Jamie Tindal
Golden Leaf Awards	<b>Anne Lebo</b>	Lyn McClay, Martha Scotford, Brandt Smith, Katina Rogers, Jerry Guerrier

<b>2021- 2022 Action Agenda</b>			
	<i>Item</i>	<i>Subcommittee Responsible</i>	<i>Point Person (Chair)</i>

<b>2021-2022 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>

Jul 2021				
Aug 2021	Cancelled			
Sep 2021	FY 22 Retreat & Election of Officers			
Oct 2021				
Nov 2021				
Dec 2021	Off – Happy Holidays!			
Jan 2022				
Feb 2022				
Mar 2022				
Apr 2022				
May 2022				
June 2022				

2021-2022 Available Funds	
<i>Account</i>	<i>Starting Balance</i>
City-County Planning	\$2,500.00
Keep Durham Beautiful	\$4,270.24
	<b>\$6,452.24*</b>