



DURHAM CITY-COUNTY APPEARANCE COMMISSION

AGENDA

May 18, 2022 5:00pm
VIRTUAL MEETING VIA ZOOM

Register in advance for this webinar:

https://zoom.us/webinar/register/WN_rQZS3rV7QJ6V3sL4Cm6E-w

1. **Call to Order**
 - a. Welcome new member, Leah Selvy!
2. **Approval of Minutes**
3. **Adjustments to the Agenda**
4. **Treasurer's Report**
5. **Subcommittee Reports**
 - a. Golden Leaf Awards
 - b. Design Policy
 - c. Digital Outreach
 - d. Education & Engagement
6. **New Business & Announcements**
 - a. Applications for 2 vacant City seats
 - i. Michael Bell
 - ii. Quinnton Holloway
 - iii. Torrey Swain

Next steps: Staff will email the City Clerk with the Appearance Commissions recommendation by May 20
7. **Retreat Agenda**
 - a. **2021-2022 Reflection**
 - b. **Appearance Commission Goals for 2022**
 - i. Interlocal Agreement - must be updated by end of 2022
 - ii. What subcommittees should the Commission have (if any?)
 - iii. What activities does the Commission want to work on?

c. Election of Officers for 2021- 2022

- i. CHAIR:
- ii. VICE CHAIR:
- iii. SECRETARY:

8. Adjournment

- a. Next Meeting September 21

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 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 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, 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, tan pronto como sea posible pero no menos de 48 horas antes del evento o fecha límite.

| 2021-2022 Subcommittee Rosters | | |
|---------------------------------------|----------------------|---|
| <i>Subcommittee</i> | <i>Chair</i> | <i>Other Members</i> |
| Design Policy | Katina Rogers | Anne Lebo, Dan Harrop, Jerry Guerrier |
| Digital Outreach | Brandt Smith | Anne Lebo, Kera' Robinson |
| Education & Engagement | Dan Harrop | Kai Kelly Jr., Jamie Tindal |
| Golden Leaf Awards | Anne Lebo | Brandt Smith, Katina Rogers, Jerry Guerrier |

| 2021- 2022 Action Agenda | | | |
|---------------------------------|-------------|---------------------------------|-----------------------------|
| | <i>Item</i> | <i>Subcommittee Responsible</i> | <i>Point Person (Chair)</i> |
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2021-2022 Deadlines & Events

| <i>Month</i> | <i>Design Policy</i> | <i>Digital Outreach</i> | <i>Education & 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 |
| | \$6,452.24* |