



Appearance Commission Meeting Agenda Item Submittal

Item To Be Considered: **Discussion of Areas of Focus for Appearance Project Program Schedule**

Board Meeting Date: **August 20, 2026**

Prepared By: **Cynthia LaCorte – Chair**

Overview: Discuss potential areas of focus for the Appearance Project Program Schedule in order to begin developing project proposals.

Proposal Development Process: Following discussion of potential areas of focus, the Appearance Commission may direct members to begin preparing aspects of the proposals. Each proposal should identify the intended work, location, general scope, priority level, estimated needs, potential partners, and any anticipated ongoing maintenance responsibilities.

Staff Review: Proposal concepts would be reviewed by staff to ensure that the proposed scope is appropriate for the Appearance Commission to undertake and to identify any operational, budgetary, maintenance, or policy considerations.

Once a final draft is approved by the Appearance Commission, the proposal would then be presented to the Board of Commissioners for review and approval before implementation. Approved areas of focus may then be incorporated into the Appearance Project Program Schedule following Board of Commissioners' approval, with specific dates and timelines to be further defined.

Background Attachment(s): *None*

Recommended Action: Identify areas of focus for the Appearance Commission and, if desired, appoint individuals to begin identifying proposal aspects.

Action: _____
