

# Design Review Board - Meeting Minutes Draft

November 10, 2021

Online via WebEx

Meeting called to order at 5:40 PM by Kathy Lang

## Attendance:

- *Board Members Present:* Kathy Lang (Chair & CA Liaison), Grant Keller, Drew Kleman, Ted Teske, Anne Hanenburg (joined at 6:45pm), Chuck Horgan (Arts Commission Liaison), Chad Schmidt
- *Board Members Not Present:* Mark Brower (Vice-Chair),
- *Quorum Present:* Yes
- *Staff Members Present:* Dean Gunderson, Taylor Berberich, Stephanie Bishop

Kathy Lang moved for the suspension of certain meeting rules due to the COVID-19 teleconference; Chuck Horgan seconded. Motion carried. (6/0)

## Changes to Agenda:

- None

## Workshops:

1. **New Design Guidelines**
2. Staff Presentation - Dean Gunderson & Taylor Berberich
3. Board Discussion

## Board Business:

**Approval of Minutes:** Minutes from the October 27, 2021 meeting approved unanimously.

### **Old Business:**

- None

### **New Business:**

- Board members decided to schedule a second meeting to complete the review of the Design Guidelines, with that meeting potentially being held Wednesday, December 8, 2021.

### **Chair Report -**

- None

### **Secretary Report - Dean Gunderson**

- Dean advised there are still recommendations from the collaborative workshop committee that would potentially make changes to the application handbook. Before the recommendations can be sent to the city administrator for approval, they will need to be brought to the board for them to sign off on them.

**Meeting Adjourned at 7:38 PM**

Next Design Review Board Meeting scheduled for Wednesday, December 8, 2021