

# Design Review Board - Meeting Minutes

January 12, 2022

Online via WebEx

Meeting called to order at 5:35 PM by Mark Brower

## Attendance:

- *Board Members Present:* Mark Brower (Vice-Chair), Drew Kleman, Chuck Horgan (Arts Commission Liaison), Chad Schmidt, Bob Scarfo, Ryan Brodwater, Grant Keller (Joined at 6:36 PM)
- *Board Members Not Present:* Kathy Lang (Chair & CA Liaison)
- *Quorum Present:* Yes
- *Staff Members Present:* Dean Gunderson, Taylor Berberich

Mark Brower 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. Welcome New DRB Members

- Introduction & Background of New Members: Bob Scarfo and Ryan Brodwater
- Introduction & Background of Existing DRB Members & Staff
- Appointment of Mentors - Bob Scarfo was assigned Grant Keller and Ryan Brodwater was assigned Mark Brower
- The board decided to schedule a procedural process retreat as a refresher for existing members and to assist new members.

### 2. Discussion of DRB Officer Elections

- Overview of Election Process - Dean Gunderson
- Taking of Nominations - Chad Schmidt nominated Mark Brower as Chair; Mark Brower and Chad Schmidt nominated Chuck Horgan as Vice-Chair

## Board Business:

**Approval of Minutes:** Minutes from the December 15, 2021 meeting approved unanimously (with the two new members abstaining due to not having attended the meeting).

### **Old Business:**

- None

### **New Business:**

- None

### **Chair Report -**

- None

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

- No application was received for January 26th; Both meeting dates in February may be filled with a PUD and a multi-story mixed use residential tower in the downtown area.
- Taylor and Dean have a meeting scheduled on the 18<sup>th</sup> with CM Stratton reference the Design Guidelines
- A new Division Director started prior to the holidays, and a new Planning Director will be starting soon.

**Meeting Adjourned at 7:34 PM**

Next Design Review Board Meeting scheduled for Wednesday, January 26, 2022