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# DESIGN COMMISSION

## MEETING MINUTES



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Wednesday, July 8, 2020

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### CALL TO ORDER

Chair Richard Erwin called the meeting to order at 7:01PM in the Council Chambers, 9611 SE 36th Street, Mercer Island, Washington.

### ROLL CALL

Chair Richard Erwin, Vice Chair Colin Brandt, Commissioners, Claire McPherson, Anthony Perez, Tom Soepronon and Suzanne Zahr were present. The seventh commission seat is vacant.

### STAFF PRESENT

Evan Maxim, CPD Director and Andrea Larson, Senior Administrative Assistant were present.

### SPECIAL BUSINESS

#### Agenda Item #1: Election of Chair and Vice-Chair

Evan Maxim, CPD Director, provided a brief explanation of the election process.

#### Election of Chair:

Brandt nominated Erwin for chair;

#### Vote Round 1:

Erwin 6-0

#### Erwin was elected chair

#### Election of Vice-Chair

Perez nominated Brandt for vice-chair;

#### Vote Round 1:

Brandt 6-0

#### Brandt was elected vice-chair

#### Agenda Item #2 Adoption of Design Commission Bylaws

The Commission reviewed the Design Commission Bylaws.

It was moved by McPherson; seconded by Brandt to:

**Approve the Design Commission bylaws.**

6-0

### MEETING MINUTES APPROVAL

The Commission reviewed the minutes from the July 24, 2019

It was moved by Perez; seconded by Zahr to:

**Approve the July 24, 2019 minutes**

Passed 6-0

**REGULAR BUSINESS**

**Agenda Item #3: DSR20-005 Mercer Park Building Renovation**

Evan Maxim, CPD Director, gave a brief presentation on the study session to review the proposed exterior renovation of the Mercer Park office building.

The Commission reviewed and discussed the project to provide feedback to the applicant on their proposal.

Commission McPherson left at 8:08pm.

**PLANNED ABSENCES FOR FUTURE MEETINGS**

There were no planned absences.

**OTHER BUSINESS**

Evan Maxim, CPD Director, gave a brief department update to the Commission.

**ANNOUNCEMENTS AND COMMUNICATIONS**

The next Design Commission meeting is TBD

**ADJOURNMENT**

The meeting was adjourned at 8:35PM

DRAFT