



# City of Colorado Springs

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## Meeting Minutes - Draft Downtown Review Board

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Tuesday, September 6, 2022

9:00 AM

Regional Development Center  
2880 International Cir - Hearing Room

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### 1. Call to Order and Roll Call

**Present:** 6 - Board Member Friesema, Board Member Kronstadt, Board Member Kuosman,  
Chair Lord, Board Member Ollie and Vice Chair Raughton

**Excused:** 2 - Board Member Mikulas and Board Member Nolette

### 2.A. Election of Chair and Vice Chair

#### 2.A.A. [DRB 22-588](#) Elections of the Chair and Vice Chair

Presenter:

Ryan Tefertiller, Urban Planning Manager  
Body

Recommended Action

Proposed Motion:

N/A

**Motion by Board Member Raughton, seconded by Board Member Kuosman, to elect Board Member David Lord as Chair of the Downtown Review Board. The motion passed by a vote of 6:0:2:0**

**Aye:** 6 - Vice Chair Raughton, Chair Lord, Board Member Kuosman, Board Member Friesema, Board Member Ollie and Board Member Kronstadt

**Absent:** 2 - Board Member Mikulas and Board Member Nolette

**Motion by Board member Friesema, seconded by Board member Kuosman, to elect Jim Raughton for Vice Chair of the Downtown Review Board. The motion passed by a vote of 6:0:2:0**

**Aye:** 6 - Vice Chair Raughton, Chair Lord, Board Member Kuosman, Board Member Friesema, Board Member Ollie and Board Member Kronstadt

**Absent:** 2 - Board Member Mikulas and Board Member Nolette

### 2.B. Approval of the Minutes

#### 2.B.A. [DRB 22-347](#) Minutes for the April 7, 2022 Downtown Review Board meeting.

Presenter:

David Lord, Vice Chair of the Downtown Review Board

**Attachments:** [DRB\\_Minutes\\_04.07.22\\_draft](#)

Postponed to October 4th, 2022 meeting

**Motion by Board member Kronstadt, seconded by Vice Chair Raughton, to postpone the minutes for the April 7, 2022 Downtown Review Board meeting to October 4, 2022.**

**Aye:** 6 - Vice Chair Raughton, Chair Lord, Board Member Kuosman, Board Member Friesema, Board Member Ollie and Board Member Kronstadt

**Absent:** 2 - Board Member Mikulas and Board Member Nolette

**2.B.B. [DRB 22-586](#)** Minutes for the June 2, 2022, Downtown Review Board meeting.

Presenter:

David Lord, Vice Chair of the Downtown Review Board

**Attachments:** [DRB\\_Minutes\\_06.02.22\\_draft](#)

Postponed to October 4th, 2022 meeting

**Motion by Board member Kronstadt, seconded by Vice Chair Raughton, to postpone the minutes for the June 2, 2022, Downtown Review Board meeting to October 4, 2022.**

**Aye:** 6 - Vice Chair Raughton, Chair Lord, Board Member Kuosman, Board Member Friesema, Board Member Ollie and Board Member Kronstadt

**Absent:** 2 - Board Member Mikulas and Board Member Nolette

**2.B.C. [DRB 22-587](#)** Minutes for the August 2, 2022, Downtown Review Board meeting.

Presenter:

David Lord, Vice Chair of the Downtown Review Board

**Attachments:** [DRB\\_Minutes\\_08.02.22\\_draft](#)

Postponed to October 4th, 2022 meeting

**Motion by Board member Kronstadt, seconded by Board member Kuosman, to postpone the minutes for the August 2, 2022, Downtown Review Board meeting to October 4, 2022.**

**Aye:** 6 - Vice Chair Raughton, Chair Lord, Board Member Kuosman, Board Member Friesema, Board Member Ollie and Board Member Kronstadt

**Absent:** 2 - Board Member Mikulas and Board Member Nolette

## **2.C. Changes to Agenda/Postponements**

## **3. Communications**

Ryan Tefertiller - Urban Planning Manager

**Introduction of New Member:**

Mr. Tefertiller introduced new members Latrina Ollie was appointed by City Council as an at-large member filling Kristin Heggem place on the Board. Max Kronstadt filling Mr. Hahn's seat on the Board and he is from the Mill Street Neighborhood.

Ms. Ollie gave some background about herself. She's the Associated Director of Solid Rock Community Development Corporation and she's a small business owner. She works primarily to help develop the Southeast side of Colorado Springs. They have an affordable house project that has 77 units, they recently closed on a commercial property and eventually they'll have a community investment trust for people from 80916 and 80910 zip codes will be able to do small payments to be able to buy into this commercial property and the residents of the Southeast will own the property.

Max Kronstadt stated he lives in the Mill Street Neighborhood, and they were grateful to the Shooks Run people who've held this seat for a long time, and they suggested it would be good to have someone from that neighborhood to have a representative sit on the board. With all the development Downtown it's making changes to the neighborhood he wants to make sure the neighborhood knows what is going on and there's good engagement about City processes.

**Other Communications:**

Mr. Ryan Tefertiller, Urban Planning Manager, thanked Mr. Lord and Mr. Raughton stepping up as Chair and Vice-Chair.

He thanked City and County IT people to get the meeting today up and running.

Darsey Nicklasson, the representative from the Downtown Development Authority representation on the Board has submitted her resignation a little over a week ago. Susan Edmondson is working to select and get a volunteer going forward and look at getting that person approved by City Council and have hopefully have that person selected and on the Board for the October meeting.

#### **4. CONSENT CALENDAR - None**

#### **5. UNFINISHED BUSINESS**

- 5.A. [CPC CU 22-00062](#) A conditional use development plan with an associated parking warrant to allow the conversion of an existing building into a bar with 0 parking stalls where 16 are required located at 106 Pueblo Ave.

Presenter:

Ann Odom, Planner II, Urban Planning Division

**Attachments:** [Sukis Cantina Staff Report](#)

[Figure #1 - Development Plan](#)

[Figure #2 - Project Statement](#)

[Figure #3 - stakeholder comment](#)

[7.5.704 Conditional Use Review](#)

**Staff Presentation:**

Ann Odom Planner II, Urban Planning Team presented a PowerPoint presentation with the history of the site and the scope and intent of this project

**Background information:**

- Site Address: 106 Pueblo Avenue
- Existing Zoning/Land Use: FBZ-COR (Form-Based Zone - Corridor Sector) / Vacant building which was previously used as an auto repair shop.
- Surrounding Zoning/Land Use:
  - North: FBZ-COR (Form-Based Zone - Corridor Sector) / Office and private off-street parking lots
  - South: FBZ-COR (Form-Based Zone - Corridor Sector) / Commercial, Office and, public on-street parking
  - East: FBZ-COR (Form-Based Zone - Corridor Sector) / Office and Commercial (Carter Payne Food Hall)
  - West: FBZ-CEN (Form-Based Zone - Central Sector) / Commercial, Office, and Civic
- PlanCOS Vision: Downtown activity center

**Highlights of Presentation:**

- Site at the southeast corner of S. Nevada Ave and E. Vermijo Ave.
- Diagonal lot - 5,513 sq. ft. lot
- Building size - 2,542 sq. ft.
- Vacant property
- One story
- Single Tenant
- Commercial building
- Request is for a bar use within the FBZ District which requires a Conditional Use
- Warrant request for zero (0) parking spaces where 16 are required
  - Surrounded by on street parking
  - Bus stops adjacent to the site
- Consistent with criteria for a Conditional Use and a Parking Warrant

- Consistent with the feel of surrounding businesses
  - Using similar fence design as to what is used at White Pie or The Garden to enclose the outside patio
- Pedestrian entrances on Vermijo and Pueblo Ave side, bike storage and landscaping.
- Owner will repave the sidewalk to the southeast of the site and align the two sidewalks

**Public Notice:**

- 125 properties notified for both internal review and prior to the Downtown Review Board meeting. Site was posted both times
- One comment was received in support from the Downtown Partnership

**Staff Recommendation:****CPC CU 22-00062 - Suki's Cantina**

Approve the Suki's Cantina Form-Based Zone Conditional Use Development Plan with a Parking Warrant, based upon the finding that the application complies with the review criteria for Conditional Uses and warrants subject to compliance with the following conditions of approval and technical plan modifications:

**Conditions of Approval on Conditional Use Development Plan:**

1. SWENT approval of drainage report
2. Colorado Springs Utilities and SWENT acceptance of utility plan.
3. Gain acceptance of the HGL and Wastewater Master Facility Report

**Technical and Informational Modifications to the Conditional Use Development Plan:**

1. Gain approval of a revocable permit for all private encroachments into the public right-of-way.
2. Add information to the plans providing consistency on sidewalk reconfiguration details
3. Include information regarding site functionality including accessibility routes, site lighting, fencing, and easement locations
4. Include clarifying information regarding site design including landscaping and elevation drawings
5. Include information regarding adjacent private property ownership and right-of-way details.

**Questions of Staff:**

Commissioner Raughton stated when we void parking requirements it concerns him as precedent for other future applicants. His perception that

the parking stalls were heavily used. It was his impression that it's the courthouse employee parking. What was the rationale for the warrant? Ms. Odom stated it's a bar use and the chance of being open in the day is less likely when the courthouse is open. This will be used for parking in the evening hours.

Mr. Tefertiller stated Pueblo Ave the angled street prior to approximately a year ago was not meter. Free on-street parking was almost completely occupied by county employees and others. This is a kiosk system, and it is now paid parking 7 - 10 PM he thought which creates turnover and increases the supply of parking. His experience walking by the site, it's rare to have more than a few cars parked on Pueblo Ave.

Commissioner Raughton said we need to clearly explain the rational whenever we void parking requirements all to together.

**Applicant:**

Bobby Hill with Bobby Hill Design and Ian Perez and his wife are the owners. Mr. Hill gave a PowerPoint presentation describing the history of the site and the scope an intent of the project.

**Highlights of the Presentation by Mr. Bobby Hill:**

- Old auto parts store
- High visibility for the site
- Plan to extend the sidewalk
- Give a more open feel for the facility
- No restaurant, purely bar and tasting room
- Food trucks similar to how The Garden does their food service
- Maintaining the feel and history of the building
- Engages outside of the building and activities that can be done outside
- Interior will focus around the center bar with numerous tables and seating
- Open feel to the interior of the building that will extend out to the patio area.

**Highlights from the owner Ian Perez and his wife Sharon:**

- He and his wife moved here several years ago
- Loves Colorado Springs
- Wanted to give back to the community.
- Opportunity to open the Suki's Cantina.
- Benefit the community
- Really like the idea of the open and outdoor feel
- Wants to make the corner lively
- The name is Suki means beloved

- Great name for this place and it's something they want to make this a place that's beloved by all

**Questions:**

Board Member Lord ask if they could answer Board Member Raughton's questions about the parking. Mr. Perez stated they been a lot of time after work. On the side of the one street there is no one there. Once they put in the paid meters people stopped parking there. However, people will park on the actual property to get away from paid parking. It's rare to see more than a handful of cars there. Their hours of operation would be 3:00PM to around 1:00AM or 2:00 AM would be when they close.

Board Member Kousman asked about if they had any concerns for parking for themselves or for their staff. Mr. Perez said he did not. He'd like to get people who are local but if they did have people who drove and parked they would pay for their parking

**Public Comment:****Support:****In the audience:**

None

**On Phone:**

Chelsea Gondeck with the from Downtown Partnership is in support of the project. There are two parking garages within walking distance. So, they don't see a problem with the parking warrant.

**Opposition:**

None on phone or online, or in the audience.

**DISCUSSION, COMMENTS, MOTION AND VOTE BY THE BOARD:**

Board Member Lord asked Ms. Odom to clarify the technical modifications that are listed regarding approval. Ms. Odom stated some of the conditions of approval and technical modifications were a revocable permit for the right-of-way improvements, acceptance of the Utility Plan by both Utilities and SWENT, and then cleaning up a few items on the sheets of the development plan for better consistency. Overall, all the items are very minor.

Board Member Friesema stated this was not far from his house and confirmed those parking spaces are usually empty and not used.

**Motion by Vice Chair Raughton, seconded by Board member Friesema, to approve the conditional use development plan with associated parking warrant based on the findings that conditional use criteria found in City Code section 7.5.704 and warrant criteria in Form-Base Code Section 5.4.3 will be met once the technical modifications and conditions of approval below are addressed.**

**Conditions of Approval on Conditional Use Development Plan:**

1. **SWENT approval of drainage report**
2. **Colorado Springs Utilities and SWENT acceptance of utility plan.**
3. **Gain acceptance of the HGL and Wastewater Master Facility Report**

### Technical and Informational Modifications to the Conditional Use Development Plan:

- 1. Gain approval of a revocable permit for all private encroachments into the public right-of-way.**
- 2. Add information to the plans providing consistency on sidewalk reconfiguration details**
- 3. Include information regarding site functionality including accessibility routes, site lighting, fencing, and easement locations**
- 4. Include clarifying information regarding site design including landscaping and elevation drawings**
- 5. Include information regarding adjacent private property ownership and right-of-way details.**

**The motion passed by a vote of 6:0:2:0**

**Aye:** 6 - Vice Chair Raughton, Chair Lord, Board Member Kuosman, Board Member Friesema, Board Member Ollie and Board Member Kronstadt

**Absent:** 2 - Board Member Mikulas and Board Member Nolette

## **6. NEW BUSINESS CALENDAR**

**6.A.** [CPC DP](#)  
[22-00015](#)

A Form-Based Zone Development Plan with Building Envelope, Frontage, and Public Space Warrants to allow construction of a 2-story, 21,800 square foot childcare center on 1.2 acres. The site is located on the northeast corner of Antlers Place and S. Sierra Madre St. and is zoned FBZ-CEN (Form-Based Zone - Central Sector).

Presenter:

Ryan Tefertiller, Planning Manager, Urban Planning Division

**Attachments:** [Early Connections DRB Staff Report](#)

### FIGURE 1 - Early Connections Development Plan

### FIGURE 2 - Early Connections Project Statement

FIGURE 3 - Zoning Exhibit

#### FIGURE 4 - Stakeholder Letter

### Planner Presentation:

Ryan Tefertiller, Urban Planning Manager, gave a PowerPoint presentation with the history of the site and the scope and intent of this project

**Background information:**

- Site Address: 108 Antlers Place
- Existing Zoning/Land Use: FBZ-CEN (Form-Based Zone-Central



Sector)

- Surrounding Zoning/Land Use:
  - North: PK / Antlers Park
  - South: FBZ-CEN / commercial and office uses
  - East: FBZ- CEN / lodging and office uses
  - West: FBZ- CEN / commercial and office uses

**Highlights of Presentation:**

- NE corner of Sierra Madre and Antlers Plaza
- 1.2 acres
- Currently a Childcare
- New / improved childcare center
- 2-story, 21,800 SF building
- 29 Off-street parking stalls
- Phased project
- FBZ Development Plan
- FBZ - warrants
  - Building envelopes
  - Frontage design
  - Public space standards
- Concurrent Waiver Replat that is being processed administratively.
- Long history in Colorado Springs
  - Conveyed to the owner in 1951 with a deed restriction for only a childcare use.
  - If not used as a daycare facility the deed would revert back to the City
  - Existing building constructed in 1952
    - Significant upgrades and expansion are needed.
    - Meets current state regulations for a childcare center
- All Warrants are consistent with the intent of the Form-Based Code, the Downtown Experience Master Plan, and the City's Comprehensive Plan
- Project is well aligned with the Design Guidelines of the Form-Based Code

**Public Notice:**

- Two notification time frames
  - 60 at initial review
  - Prior to DRB
- Site was also posted at the same time as notification for internal review and prior to DRB
- One public comment in support

**Staff Recommendation:**

**CPC DP 22-00015 - EARLY CONNECTIONS CENTER**

Approve the Early Connections Center Form-Based Zone development plan with Warrants for building envelopes, frontage design, and public space design, based upon the findings that the application complies with the criteria for granting Warrants, subject to compliance with the following condition of approval and technical plan modifications:

**Condition of Approval**

1. Gain acceptance of the project's drainage report and ensure that the development plan accurately reflects any necessary stormwater details.

**Technical and Informational Modifications to the Form-Based Zone Development Plan:**

1. Update the plan data to correctly reflect building type and zoning designation.
2. Update the plan to reflect proposed bike rack and lighting location and details.
3. Provide clarity on sidewalk and amenity zone widths and proposed materials along Sierra Madre and Antlers Place.
4. Clarify if the existing driveway on Sierra Madre is being retained or eliminated and illustrate future parallel parking configuration adjacent to the site.
5. Label the percent glazing for both public-facing frontages; provide the total square footage as well as square footage of glazing to document proposed percentages.
6. Update materials and design related information for the retaining walls along the front of the site.
7. Address EDR comments including labeling the new sidewalk, correcting the street names in general note 11 and adjusting the Antlers Place pedestrian ramp location.
8. Clarify the status of existing timber retaining walls located north of the existing building and update all plan sheets accordingly.
9. Update line types at the site's northwestern corner and eastern edge to clarify ownership extent.
10. Correct cover sheet FEMA panel citations and illustrate 500-year floodplain on the plan.
11. Add labels and details to all stormwater infrastructure associated with the project and the required stormwater inspection note to sheet 5.
12. Provide necessary details on the site's connections to Antlers Park per Park Department review comments.
13. Add the required Colorado Springs Utilities note regarding the existing wastewater main to the plan.

**Questions:**

Board Member Lord asked if the Old Depot was going to be the Transportation Hub and it was still a consideration, would that have any effect on this project. Mr. Tefertiller stated the City and Mountain Metro is in the process of doing a study for passenger rail for the future in case the State should dedicate funds and we have passenger rail going north and south where would the City's one stop be. There's a specific technical committee and a lot of public input and the Historic Depot Building was one of the top four sites to be a potential multi-modal passenger rail stop. The study is still in the public process; the technical recommendation would be to have the preferred location be a couple of blocks further south of this site. But the Depot site is in the top four and could still be the final outcome over time.

**Applicant presentation:**

Liz Denson, President and CEO of Early Connections gave a PowerPoint presentation describing this history of the site and the scope and intent of the project.

**Highlights of Applicant Ms. Denson's Presentation:**

- Servicing Colorado Springs for 125 yrs.
- They've been in this building 70 years.
- Visionary leader was Alice Bemis Taylor.
  - Established in 1897 by a group of 14 women.
  - 1951 land was donated to the City with the stipulation to only be used as a childcare center.
  - Junior League construction the building in 1953 and the building was added to over the 50's 60's and 70's.
  - They merged with Colorado Springs Child Daycare Center in 1973 and eventually changed their name to Early Connections Learning Centers in 2010
- Mission hasn't change over 125 years, it's to provide high quality, comprehensive early care, and education for all children.
- 98 % receive tuition assistance
- Don't have to be low income to attend but majority are.
- They operate three full-time centers
- Before and after school program
- Partner with individually licensed family childcare homes to help them build their quality and have a more sustainable options for families they serve.
- Partner with the Court Care system for the El Paso County Courthouse
- During the pandemic one-third of childcare centers closed
- In Colorado, \$15,000 is spent per year on childcare for one child
- There's a huge need for childcare

- They have 120 children on the waiting list for the Antlers
- Infant care is only at their SE location as of right now and that has a waiting list
- Building doesn't meet ADA requirements, they had until 2026 to have sprinklers for fires.

**Highlights of Applicant Ms. Costa's Presentation:**

Christine Costa with RTA Architects gave a PowerPoint presentation for the project

- The project has multiple requirements for childcare licensing with the State.
- They'll have 30 parking spaces for employees.
- Conceptual drawings of what the new facility would look like.

**Questions of Applicant:**

Board Member Raughton stated he's always been in favor of refurbishing existing buildings, but this building is very dilapidated, deteriorated, and unsound to restore. Ms. Denson stated it was and the main challenge with this building is all the stairs. It isn't ADA compliant, there's no ground level egress for childcare which is the main reason the fire department said they have to put in the sprinkler system or not serve children in that building any longer. The building also does not meet the need for infant and toddler care. They cannot have toddlers in the building.

Board Member Raughton stated he's very happy with the incorporation of Alice Bemis Taylor for the Center. Ms. Denson stated they are very proud of their history with Mrs. Taylor's commitment and contribution to them. It was the donation from El Pomar who recommended the facility be named after Mrs. Taylor.

Board Member Lord asked about the loading and unloading of the children when the parking lot is closed and the logistics for parking. Ms. Denson stated unloading and loading will happen to the right of the building at the east end of the new building. The process will be about a 15-minutes process of dropping off and picking up process. During construction there's some on-street parking that Early Connections Center may be able to take advantage of as well parking in the Antlers garage. They'll keep all of the parking meters along Antlers Place as they are. Those meters could be used too for drop off and pick up.

Board Member Lord asked if they could talk about one of the warrants around glazing and also the safety standards they have to follow. Ms. Denson stated if they could talk about the safety standards because the park they're next to can sometimes be a dangerous location. Ms. Denson stated they have numerous requirements from the state licensing authority

when it comes to having available space on walls to display various children artwork. Windows become a challenge since they have so many requirements from the state licensing but also from their national accrediting body for those artwork displays as part their requirements. We also have to have the ability darken the room for nap time. Regarding Antlers Park we feel we're being great neighbors in terms of rebuilding that entire corner of the property and be the catalyst for the changes happening is this area. There's been a lot of work at the Depot, and we want to be a part of that and reinvigorate that entire area. There is a master plan for the park that is really incredible should the plan continue in that direction.

Board member Raughton stated in the old childcare center have some of the most important murals in the City painted by Alan True, who did the State Capitol murals, the Voorhees Memorial murals in Downtown Denver who was born over a shop in Colorado Springs and grew up here as a child. It would be wonderful to take the images of those murals that survive and put them in public spaces for people to see in you're the new building. He was glad they were trying to honor the old Tudor style, and sort of Norwegian style building. Ms. Denson stated the team has done a great job making a nod to the day nursery. Broad member Raughton stated they had an asset that they could help celebrate the role of Alice Bemis Taylor and the arts and in their building.

Board Member Ollie asked if there was a fence separating the park from the day care? Ms. Costa with RTA Architects stated the fence is just a guardrail. (audio lost at 1:15:45 - 1:15:53) .... You have access along the garage that connects the park, so Parks asked us to keep that open. Inside the playground space is secure..(audio lost 1:16:08 - 1:16:13)

#### **Public Hearing:**

##### **Support:**

None on the phone or in the audience

##### **Opposed:**

None on the phone or in the audience.

#### **DISCUSSION, MOTION, VOTE, AND DECISION OF THE BOARD:**

Board member Friesema stated when he first reviewed the project he thought he would vote against it just from the corner massing and being somewhat open and fenced off. However, learning about the deed restriction for this to never be another type of project and if the childcare were to move out, it's not like it will be another type of building that won't have that street frontage. Also seeing it from the context of the park, seeing it as a more of a park building than an urban building he was a lot more

comfortable with it and he'd be in favor of the project.

Board member Lord stated Early Connections Center had been working on this project for a number of years. It's such an important thing and he wanted to compliment Early Connections for their hard work and the community members that have gotten behind the project along with the architectural team for putting this important historical and very needed project together.

**Motion by Board member Kronstadt, seconded by Vice Chair Raughton, to approve the Early Connections Center Form-Based Zone development plan with Warrants for building envelopes, frontage design, and public space design, based upon the findings that the application complies with the criteria for granting Warrants, subject to compliance with the following condition of approval and technical plan modifications:**

**Condition of Approval**

1. Gain acceptance of the project's drainage report and ensure that the development plan accurately reflects any necessary stormwater details.

**Technical and Informational Modifications to the Form-Based Zone Development Plan:**

1. Update the plan data to correctly reflect building type and zoning designation.
2. Update the plan to reflect proposed bike rack and lighting location and details.
3. Provide clarity on sidewalk and amenity zone widths and proposed materials along Sierra Madre and Antlers Place.
4. Clarify if the existing driveway on Sierra Madre is being retained or eliminated and illustrate future parallel parking configuration adjacent to the site.
5. Label the percent glazing for both public-facing frontages; provide the total square footage as well as square footage of glazing to document proposed percentages.
6. Update materials and design related information for the retaining walls along the front of the site.
7. Address EDR comments including labeling the new sidewalk, correcting the street names in general note 11 and adjusting the Antlers Place pedestrian ramp location.
8. Clarify the status of existing timber retaining walls located north of the existing building and update all plan sheets accordingly.
9. Update line types at the site's northwestern corner and eastern edge to clarify ownership extent.
10. Correct cover sheet FEMA panel citations and illustrate 500-year floodplain on the plan.
11. Add labels and details to all stormwater infrastructure associated with the project and the required stormwater inspection note to sheet 5.
12. Provide necessary details on the site's connections to Antlers Park per Park Department review comments.
13. Add the required Colorado Springs Utilities note regarding the existing wastewater main to the plan.

The motion passed by a vote of 6:0:2:0

**Aye:** 6 - Vice Chair Raughton, Chair Lord, Board Member Kuosman, Board Member Friesema, Board Member Ollie and Board Member Kronstadt

**Absent:** 2 - Board Member Mikulas and Board Member Nolette

## **7. Adjourn**