

I. PROCEDURES

- A. Call to Order City Clerk Pamela Galvan called the meeting to order in the absence of Vice-Chair Jim Bultema, at 10:01.
- B. Pledge of Allegiance The Pledge of Allegiance was recited.
- C. Roll Call Commissioners Andrea Dunn, Mike Besler, Yvette Hudson and Norma McDowell were present, and they constituted a quorum. Present from City Staff, Chief Building Inspector Tim Pettit, and City Clerk/HR Director Pamela Galvan and Sue Bennett/Administrative Assistant.
- D. Approval of minutes for October 11, 2016. Chairperson Hudson asked if someone would like to entertain a motion to approve the Minutes from November 08, 2016, as presented. Commissioner Dunn motioned that minutes be approved, Commissioner McDowell seconded the motion, and it carried 4-0.
- E. Adopt Agenda Commissioner Dunn made a motion to approve the Agenda, Commissioner Besler seconded the motion, and it carried 4-0.

II. AGENDA ITEMS

- A. In light of the recent resignation of Jim Bultema the Commission needs to appoint from their currently seated Commissions 1. A Chairperson and 2. A Vice-Chair City Clerk Pam Galvan suggested the Commission appoint a Chairperson and Vice-Chair prior to the approval of Minutes and Agenda. Commissioner McDowell made a motion to appoint Commissioner Hudson to be the Chairperson if she's willing. Commissioner Hudson accepted the appointment, and Commissioner Dunn seconded the motion, it carries 4-0. City Clerk asked if Commissioner Besler would consider filling the Vice-Chair position. Commissioner Besler accepted, and a motion made by Commissioner McDowell to appoint Commissioner Besler as Vice-Chair. Commissioner Dunn seconded the motion and it carried, 4-0.
- B. Discussion and possible decision for new business sign at 129 W. Route 66 for business; Civitan on 66" (Sara Sherman) Sara Sherman came before the Commission to acquire their authorization to replace an existing business sign at 129 W. Route 66. Dimensions and colors were discussed and presented. A new sign will be placed above the existing projecting sign on upper facia of building. This sign will be attached to a wood board and screwed into place above the projecting sign using the existing frame. Ms. Sherman mentioned painting of building. The Commission asked that she return with paint samples and pictures

of the building for clarification at a future meeting to obtain authorization to paint; she agreed.

Commissioner Dunn made a motion to approve Ms. Sherman's request to replace the existing sign on route 66. Commissioner McDowell seconded the motion, and it carried 4-0.

III. REPORTS AND INFORMATIONAL ITEMS

- A. Commissioners
 -) Issues of the old bowling alley business was presented and discussed. Current owner has renovated the entire interior.
 -) Laundromat located near the bowling alley business was presented and discussed.
 -) Commissioner Besler mentioned that El Corral business sign has an overhead light when internal lighting was originally discussed.
- B. Staff Reports
 -) New interior work is done at the Visitor's Center; camera's surface mounted.
 -) Pamela Galvan will post an ad for a commissioner's chair, she asked the commissioners to reach out to people that have concern for preservation of our town to see if they would be interested
 -) Tim Pettit will send out another notice or possibly a citation to Sultana's regarding painting of the exterior.

IV. ADJOURN

Chairperson Hudson made the motion to adjourn the meeting; seconded by Commissioner Dunn. The meeting adjourned at 10:23 a.m.

Chairperson

Attest:
