

Design and Review Board
Special Meeting Minutes for February 24, 2025 at 4:00 P.M.

Pledge of Allegiance: The Pledge of Allegiance was recited by all attendees prior to the Call to Order.

Call to Order: The meeting was called to order at 4:03 P.M. by Vice Chair Roland Medrano.

Roll Call:

Board Members Present:

Rick Rubio: Present

Roland Medrano: Present

Isaac Sandoval: Present

Lorraine Garduño: Present

Lee Einer - Present

Lawrence Quintana - Present (appointed 2-19-2025)

A quorum was established.

Others present: Lucas Marquez, Community Development Director, Charles Ortiz, Community Development; Scott Zunker, Community Development, April Mathias, Amy Wren Flynn, Mark Ruiz, Aaron Maestas, Bernadette Almanzar, Paul Winston and two individuals that did not provide information.

Approval of Agenda: Lorraine Garduño moved to approve the Agenda. Rick Rubio seconded the motion. A voice vote was taken with all voting in favor.

The motion passed.

Seating of New Board Member: Vice Chair Medrano asked Lawrence Quintana if he accepted the appointment to the Board. Mr. Quintana accepted the appointment.

Approval of Minutes: Rick Rubio moved to approve the minutes with the correction to reflect Isaac Sandoval as present. Lee Einer seconded the motion. A Roll Call vote was taken.

Rick Rubio	Yes
Roland Medrano	Yes
Isaac Sandoval	Yes
Lorraine Garduño	Yes
Lee Einer	Yes
Lawrence Quintana	Yes

The motion passed.

Public Comments:

There were two people who signed up for Public Comments but declined the opportunity to speak.

New Business:

- 1. Conduct a public hearing regarding a Design & Review Board application by April Mathias for a new sign within the Cultural Historic District at 210 Plaza Street followed by consideration for approval of the application.**

Chairman Medrano opened the hearing for this application and asked all who would be giving testimony to please stand and be sworn in. April Mathias, Charles Ortiz and Lucas Marquez were sworn in. Ms. Mathias explained her request for replacing the sign and that it would shorter and longer but would be installed in the same manner as her current sign.

Rick Rubio moved to recommend approval of the application. Lorraine Garduño seconded the motion.

Roll Call Vote:	Rick Rubio	Yes
	Roland Medrano	Yes
	Isaac Sandoval	Yes
	Lorraine Garduño	Yes
	Lee Einer	Yes
	Lawrence Quintana	Yes

The application was approved.

2. Conduct a public hearing regarding a Design & Review Board application by Amy Wren Flynn for construction/alterations within the Cultural Historic District at 119 Bridge Street followed by consideration for approval of the application.

Chairman Medrano opened the hearing and asked all who would be giving testimony to stand and be sworn in. Amy Wren Flynn, Charles Ortiz, Lucas Marquez and two unidentified individuals were sworn in. Ms. Flynn explained her application and stated the improvements of the door and the ventilation fans would be on the Moreno Street side of the building.

Lawrence Quintana moved to recommend approval of the application. Rick Rubio seconded the motion.

Roll Call Vote:	Rick Rubio	Yes
	Roland Medrano	Yes
	Isaac Sandoval	Yes
	Lorraine Garduño	Yes
	Lee Einer	Yes
	Lawrence Quintana	Yes

The application was approved.

3. Conduct a public hearing regarding a Design & Review Board application by Mark Ruiz for the proposed placement of a manufactured home within the Cultural Historic District at 1616 South Pacific followed by consideration for approval of the application.

Chairman Medrano opened the hearing and asked all who would be giving testimony to stand and be sworn in. Mark Ruiz, Aaron Maestas, Bernadette Almanzar, Charles Ortiz, Lucas Marquez were sworn in. Aaron Maestas was speaking on behalf of the Owner, Mark Ruiz. Mr. Maestas stated that he has a purchase agreement to purchase the property and would like to have a manufactured home placed on the property. The site plan that Mr. Maestas had presented indicated the front door would not face South Pacific. The guidelines for the Historic District indicate that any new structure placed within the Cultural Historic District is to compliment the other structures within the District. Mr. Maestas mentioned that there were other manufactured homes in the area but it was noted that they were outside of the District.

Rick Rubio made a motion to approve but that motion died due to the lack of a second. Discussion continued with Bernadette Almanzar, Real Estate Broker representing the purchase contract, stating that this would be an affordable housing solution. The Board responded that affordable housing is a concern; however, it is a balance between protecting the character of the historical district and affordability. The Board stated that they would like to see something that was more of a Territorial design for this tye of housing.

Rick Rubio made a motion for the applicant to come back to the Board with a design for a home to fit the property and the design and commitment to compliment the historic design. Lee Einer seconded the motion.

A Roll Call vote was taken.

Roll Call Vote:	Rick Rubio	Yes
	Roland Medrano	Yes
	Isaac Sandoval	Yes
	Lorraine Garduño	Yes
	Lee Einer	Yes
	Lawrence Quintana	Yes

Unfinished Business:

None

New Business:

Elections

Chairman

Lorraine Garduño nominated Roland Medrano for the Chair position. There were no other nominations. A Roll Call vote was taken:

	Rick Rubio	Yes
	Roland Medrano	Yes
	Isaac Sandoval	Yes
	Lorraine Garduño	Yes
	Lee Einer	Yes
	Lawrence Quintana	Yes

Vice Chairman

Lorraine Garduño nominated Isaac Sandoval for the Vice Chair position. There were no other nominations. A Roll Call vote was taken:

	Rick Rubio	Yes
	Roland Medrano	Yes
	Isaac Sandoval	Yes
	Lorraine Garduño	Yes
	Lee Einer	Yes
	Lawrence Quintana	Yes

Other Business:

There was discussion regarding the Chapter 200 City Cultural Historic Preservation

Adjournment:

Motion to adjourn the meeting was made by Rick Rubio. Lee Einer added the second. All voted in favor. The Meeting was adjourned at 4:45 P.M.

Minutes approved on

4/21/2025

_____, Chair