



**A Regular Meeting Minutes  
Architectural Review and Historical Preservation Board  
November 18, 2009**

**1. CALL TO ORDER AND DETERMINATION OF QUORUM**

Vice Chairman Keating called the meeting of the Architectural Review and Historical Preservation Board to order at 6:52 pm in the First Floor Large Conference Room. A quorum was declared present.

**Present:** Board Members: Vice Chairman Timothy Keating, Michael Morrissey, Chairman John Murphy and Chuck Simikian. Staff: Community Development Director Tim Wilson, Community Development Administrative Assistant Corrina Williams and Community Relations Manager Andrea Vaughn

**Absent:** Board Members: Christopher Lee, excused; Buddy Nash and Cathy Klauzowski.

**2. APPROVAL OF MINUTES**

There was a vote of consensus to approve minutes from meeting held on October 21, 2009.

**DISCUSSION**

**3. Status of Board member financial disclosure filings by City Clerk Kathy Golden**  
Clerk Golden spoke to the Board regarding the state required filings.

**4. Board review of flow charts and application forms**

Director Wilson outlined the noted revisions. Additional edits were made by staff and the Board to the flow charts and forms. Director Wilson asked that all final suggestions/comments by the Board be submitted by Monday, November 30.

The next step is for the first reading of the ordinance at the City Commission meeting on December 10, 2009. The first meeting in 2010 (January 19) will be to discuss training and procedural events.

The December meeting was cancelled by vote of consensus.

**5. ADJOURNMENT**

There was a vote of consensus to adjourn the meeting at 7:25 pm.