

CITY OF LEBANON  
DOWNTOWN BUSINESS DISTRICT DESIGN SUBCOMMITTEE  
MAY 4, 2021

BE IT REMEMBERED that the Downtown Business District Design Subcommittee of the City of Lebanon, Missouri, met on May 4, 2021 at 9:00 a.m. in Laclede County Record located at 100 East Commercial Street.

ROLL CALL AND DECLARATION OF A QUORUM

Upon roll call, the following committee members were present: Ed Brackett, Beth Chism, Teresa Davis, Stacy Harrill, Valerie Howe, and Nicole Walters; Absent: Melody Allen.

A quorum was declared.

Staff members and others in attendance: Downtown Business District Executive Director Ashton Light.

Minutes were taken by Downtown Business District Executive Director Ashton Light.

APPROVAL OF MINUTES

Stacy Harrill moved, and Nicole Walters seconded that the Design Committee approve the March 29, 2021 meeting minutes as presented. Motion carries as follows: Yea: (6) Brackett, Chism, Davis, Harrill, Howe, Walters; Nay (0) None; Abstain (0) None; Absent: (1) Allen.

DISCUSSION ITEMS

Façade Improvement Program Applications

The committee discussed each of the applications submitted for the Façade Improvement Program. It was discussed whether each application met the design guidelines for the Downtown District and whether or not the applications were complete.

Approval Letters and Announcements

The committee discussed methods of announcement for approval and applications. They discussed having two or three board members meet with applicants that were not accepted. They also discussed a formal letter of approval along with an in-person congratulatory meeting for accepted applicants. The committee also discussed ideas to heavily promote the applicants, including progress photos on social media.

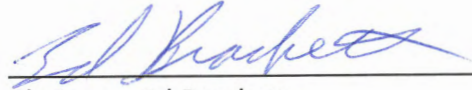
POSSIBLE ACTION ITEMS

Suggested Applications for Façade Improvement Program

Chism motioned to approve the applications of Michelle Boyer for the Dryers building, Jamie Johansen, Joanna Wilkinson, Jim Kueny, and Pete Spencer's with changes made to the application. Howe seconded the motion and the committee unanimously approved. The committee decided to meet again on May 4<sup>th</sup> to reevaluate the remaining applications pending photos.

ADJOURNMENT

Meeting was adjourned at 10:31 A.M.



Chairman Ed Brackett

ATTEST:

  
Executive Director Ashton Light

Minutes Approved May 04, 2021