



**DESIGN COMMISSION  
TUESDAY, MAY 26, 2015 6:00 PM  
ONE TEXAS CENTER ROOM 325  
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

**Meeting Minutes**

Call to order by Chair Almy at 6:07 pm

Roll Call: J. Cotera and J. Wiginton not present

**1. CITIZEN COMMUNICATION: None**

**2. APPROVAL OF MINUTES (Discussion and Possible Action)**

- a. Discussion and possible action on the April 27, 2015 Design Commission meeting minutes. ([Kelsey Oelze](#), COA-PZD)

**The motion to approve the minutes as drafted made by J. Shieh; Second by E. Taniguchi was approved on a vote of [5-0]. [J. Cotera; J. Wiginton not present]**

**J. Cotera arrived at 6:12 pm.**

**3. NEW BUSINESS (Discussion and Possible Action):**

- a. Briefing on Austin Water Capital Improvement Projects located in the Drinking Water Protection Zone to boards and commissions for review to include in AW's five-year capital spending plan. ([Kristi Fenton](#), COA-AW).

Ms. Kristi Fenton gave a presentation on details about financial aspects of the Five-year plan for the Austin Water Capital Improvement Projects. J. Shieh explained why the Planning Commission recommended that the Design Commission should be aware of this project.

**No action taken by the Design Commission.**

**4. OLD BUSINESS (Discussion and Possible Action)**

- a. Discussion and possible action on a letter to Council addressing the Capital Metro Downtown Gateway Station ([Chair Almy](#))

Chair Almy explained the intent of the letter: to establish concerns and present a working agenda. Chair Almy explained each of the bullet points in the draft letter.

Discussion on various points in the letter took place on the dias. Chair Almy agreed modify letter as amended on the dias.

**The motion to approve the draft letter with a general amendment addressing the convention center made by B. Whatley; Second by H. Hasbrouck was approved on a vote of [6-0] [J. Wiginton not present].**

- b. Discussion and possible action on recommended changes to the Design Commission Project Review Sheet ([Commissioner Whatley](#))

B. Whatley summarized the Project Review Submittal Packet and suggested what parts of the packet should remain, and what should be added to it. The Design Commission decided to send the packet back to the Planning and Urban Design Working Group, and the Working Group will present a complete draft for review at the June 22<sup>nd</sup> Design Commission meeting.

**No action taken by the Design Commission.**

- c. Discussion and possible action on timelines for Infrastructure Design Guidelines completion ([Commissioner Hasbrouck](#))

H. Hasbrouck presented draft letter and Commissioners agreed that the letter needed to be approved by Executive Committee before the regular June meeting of the Design Commission.

**The motion to submit the letter before the June 22<sup>nd</sup> meeting, after Executive Committee approval, made by J. Cotera; Second E. Taniguchi was approved on a vote of [6-0] [J. Wiginton not present].**

- d. Discussion and possible action on Design Commission's 2015 Annual Work Plan ([Chair Almy](#))

**The motion to approve the Design Commission's 2015 Annual Work Plan with recommended amendments made by J. Cotera; Second by J. Shieh was approved on a vote of [6-0].**

## **5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)**

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports: **B. Whatley stated that there is an unofficial system set in place by the Downtown Commission for the naming process and development of alleys.**
- d. Appointment of Committee/Working Group Members by Chair: **None**

## **6. STAFF BRIEFINGS: None**

**7. FUTURE AGENDA ITEMS:** H. Habrouck requested an update on all city projects that engage Waller Creek.

**8. ANNOUNCEMENTS**

- a. Chair Announcements: **None**
- b. Items from Commission Members: **None**
- c. Items from City Staff: **None**

**ADJOURNMENT by consensus at 7:02 pm**