Fort Lowell Historic Zone Advisory Board
Monday, September 29, 2025, at 5:30 PM
San Pedro Chapel, Turner Building
Hybrid Meeting (In-person and Zoom)

Legal Action Report

1. Call to Order/Roll Call

Meeting called to order at **5:31 p.m.** by Co-Chair Mary Lou Fragomeni. Roll call completed and quorum confirmed.

Members present:
Mary Lou Fragomeni, Co-Chair
David Pietz, Co-Chair
Briggs Clinco
Dan Hill

Members absent: Margo Sackheim

City Staff present: Desiree Aranda and Jason Lilienthal (PDSD)

Guest(s) present: Elaine Hill, Tom Allin

2. Review and Approval of August 25, 2025 Draft Legal Action Report and Meeting Minutes

Action Taken: Member Pietz moved to approve the LAR/Meeting Minutes as presented. Member Hill seconded the motion. There was no discussion. The motion passed unanimously, 4-0 (Sackheim absent).

3. Meeting Rubric

Action Taken: Member Clinco made motion to adopt meeting protocol/outline for formal review of applications, which would likely be added as an appendix to the bylaws. Member Hill seconded the motion. Discussion was held, with Member Clinco noting that the FLHZAB will work as a team to house these where they'll remain relevant above and beyond tonight's meeting, likely to be appendix of bylaws. The motion passed unanimously, 4-0 (Sackheim absent).

4. Design Review Guidelines

Action Taken: Member Clinco made a motion to adopt the Fort Lowell Historic Zone Design Guidelines as presented in draft 12 inclusive of the grammatical changes provided by PRS, and designates associate member Elaine Hill to represent the HAB to approve non-substantive changes to the guidelines during the remainder of the City approval process, and that these guidelines be adopted with urgency, and with the knowledge that some visual aids will be added after these guidelines have been adopted, as part of a later revision. Member Prietz seconded the motion. There was no discussion. The motion passed unanimously, 4-0 (Sackheim absent).

5. Selection and election of officers for the Board

Discussion was held.

Action Taken: Member Briggs motioned that the board continue with the current board co-chairs, Mary Lou and David Pietz. Member Hill seconded the motion. There was no discussion. The motion passed unanimously, 4-0 (Sackheim absent).

6. Call to the Audience

There was no public comment.

7. Staff Updates and Future Agenda Items – Information Only

Staff had no updates to share.

8. Adjournment

Meeting adjourned at 7:14 p.m.