

**Community Development Advisory Board Meeting
DRAFT Minutes May 17, 2021**

I. ADMINISTRATIVE ACTIONS

Members Present: Aaron Walker, Chair; John Gustafson, Vice Chair; Anna Dillane and Carol Kay Carr, Members.

Members Absent: Member Nina Epperson

Council Liaison Present: Sara Scott

Others Present: Paul Andrus, Director CDD and Liaison; Katie Thwaites, Assistant County Attorney; David Martinez, Chief Building Official; Barbara Lai, Adrienne Lovato, Antoinette Padilla, CDD; and Perry Rutherford, IT.

A. Call to Order

Meeting called to order at 5:30 pm by Chair Walker

B. Approval of Today's Agenda

Anna Dillane made a motion to approve the Agenda, Vice Chair Gustafson seconded the motion. The Agenda was approved by a vote of 4-0.

C. Approval of Minutes

Anna Dillane made a motion to approve the Minutes. Chair Walker seconded the motion. The Agenda was approved by a vote of 4-0.

D. Public Comment

No comments.

II. PRESENTATIONS AND DISCUSSION ITEMS (Action may be taken on these items.)

Review of Cases

Vice-Chair Gustafson asked about cases where the owner does not respond in a timely to the courtesy letter, and also how many of those cases go to NOV. Ms. Lovato responded that she will review a new Nuisance report under Staff Reports.

Ms. Dillane asked whether CDD prioritizes health and safety cases. Chair Walker responded that all cases are pursued until the Chapter 18 rewrite has been completed.

Chair Walker said that the Board cannot recommend to Council that staff refrain from enforcing the code, except for health and safety.

Mr. Andrus clarified the role of the inspectors on properties with rehabilitation work in process.

Discussion of the Proposed Public Outreach Plan for Inclusion in the Work Plan

The meeting between Ms. Dillane and Julie Habiger, which resulted in a communication document, was discussed by the Board.

Vice Chair Gustafson mentioned that the consultant should work with the Board to develop the communication plan to ensure that the message is in agreement. Mr. Andrus reported that the outreach communication process will be coordinated.

Mr. Gustafson moved that the Work Plan not be amended and that the Board pursue Option 1 in the communication document. Member Dillane seconded the motion and the motion passed, 4-0.

Working Group Reports

Public Outreach and Communication

Member Dillane said that since the issue had already been discussed, she had nothing further to add.

Consultant Communication Group

Mr. Andrus reported that the consultant contract is being completed by attorney Kevin Powers.

Voluntary Community Resources

Vice-Chair Gustafson reported that CDD inspectors will share the three volunteer groups with homeowners who need assistance. The work had been completed for this work group. He will re-evaluate the list of resources on an annual basis.

III. REPORTS AND UPDATES

Chair Report

Discussion of Pesticide Usage

Chair Walker met with Parks and Recreation and Environmental Sustainability Boards Chairs to discuss the use of pesticides in the community. The three Chairs are putting together a proposal to govern the use of pesticides.

Strategies for Recruiting Board Members

Chair Walker reported that he asked Councilor Reagor to reach out to the GOP and to encourage the members to apply for membership on CDAB in the interest of ensuring a diverse set of opinions. Vice Chair Gustafson suggested that each member of the Board contact two people whom they know to complete an application to the Board.

Board Liaison Report

No reports.

Council Liaison Report-Sara Scott

Councilor Scott reported that the County Budget has been passed with the \$25,000 for CDD to fund public meetings and outreach, advertising, and Chapter 18 rewrite. Council discussed communication as shown in the Council Strategy session in January 2021.

Community Development Advisory Board Meeting
Minutes April 12, 2021

She also said on a future action that the County website will be updated and there is \$20,000 to conduct a communication survey in the community.

Staff Report

CDAB Teams Update

Ms. Lovato explained the reorganization of the CDAB Team site and responded to questions from the Board.

Nuisance Cases Report

Ms. Lovato explained the Nuisance Cases Report and responded to questions from Board members.

IV. PUBLIC COMMENT

Mr. White made comments.

V. NEXT MEETING/FUTURE AGENDA ITEMS

The next meeting will be on June 21, 2021, at 5:30 pm via Zoom.

Chair Walker adjourned the meeting at 7:15 p.m.