

**Community Development Advisory Board Meeting
July 20, 2020 Minutes**

I. ADMINSTRATIVE ACTIONS

Members Present: Aaron Walker, Catherine Ozment, Denise Derkacs, John Gustafson and Anna Dillane

Members Absent: Andrea Pistone,

Council Liaison Present: Councilor James Robinson

Others Present: Paul Andrus, County Liaison; Katie Thwaits, Assistant County Attorney; Michael Arellano, CDD Building Safety Manager; David Martinez Code Enforcement Supervisor; Barbara Lai, CDD,

A. Call to Order/Introductions

Meeting called to order at 5:37 pm by Chair Walker

B. Approval of Todays Agenda

Member Derkacs moved to have Councilor Robinson's Presentation moved to the top of the agenda. The revised agenda was approved.

C. Approval of Minutes of February 18, 2020 Meeting.

The minutes from February 18 will be presented to the Board for approval at the August meeting.

D. Public Comment

No public comment.

II. PRESENTATIONS AND DISCUSSION ITEMS (Action May be Taken on These Items)

A. Council Liaison James Robinson's Report

Councilor Robinson presented – Code Enforcement Path Forward, to the Board.

Board members commented on the presentation and asked questions of Councilor Robinson. Member Derkacs asked for CDD comments. Mr. Andrus reported that code enforcement officers attended training on codes. He also updated the Board on other improvements/changes made to the enforcement process. He said that establishment of a Municipal Court process would require additional research.

Councilor Robinson stated that he would update the presentation on Code Enforcement Path Forward based on the feedback that he has received. He said the next step is to bring the revised plan back to CDAB.

B. RFP Update

The budget for the Chapter 18 review is \$50,000 and is scheduled to go to Council in a week and Mr. Andrus is working on the staff report for Council.

C. FY21 Draft Work Plan

The board discussed the draft Work Plan and agreed that all comments previously made by them have been captured in the final draft.

Approval of the FY21 DRAFT Work Plan

Member Gustafson moved to approve the Work Plan. Member Ozment seconded the motion. The Board approved the Plan (5-0).

III. REPORTS AND UPDATES

A. Chair Report

Chair Walker reported that he will present the CDAB Annual Report to Council next week. He also reported that a citizen is concerned about the presence of bears in the community.

B. Board Member Reports

Member Ozment said that today will be her last meeting and stressed the importance of CDAB and the accomplishments that it has made over the last two years. Chair Walker thanked Ms. Ozment for her comments and service.

C. Staff Report

Mr. Andrus reported that the Housing Division will report to the Economic Development Administrator. Mr. David Martinez, Senior Building Inspector, will take over supervision of the Code Enforcement section.

Mr. Arellano reported that the codes section is operating with one inspector and that there may be a drop in the case load.

IV. PUBLIC COMMENT

Ms. Carrie Walker spoke.

V. NEXT MEETING/FUTURE AGENDA ITEMS

The next meeting will be on August 17, 2020, and will be conducted remotely.

VI. ADJOURN

Chair Walker adjourned the meeting.