



Meeting Minutes

Construction Codes Board of Adjustment and Appeals

Tuesday, October 17, 2017

6:00 PM

City Hall

1. INTRODUCTIONS

Meeting was called to order by legal counsel Andrea Russell at 6:10 p.m.

City staff present: Joe Smolinski, Lisa Sudbury, Paul Coker, Ashley Wendler, Steven McPherson, Cliff Griffin, Narada Lee, and Lynn Brown.

Absent 2 - Richard Beard and Gary Shook

Present 7 - Justin Gilmore; Wayne Lee; Bobby Tutor; Marvin Kahlden; Todd Cleveland; Tamera Bounds and Rick Rhodes

2. BOARD MEMBER ORIENTATION - TOASE (LEGAL) TO EXPLAIN THE AUTHORITIES AND RESPONSIBILITIES OF THE BOARD

Agenda item started, but interrupted due to voting for Chair, Vice-Chair, and approval of Rules of Procedure. Item not completed due to Justin Gilmore needing to leave meeting early, which caused the Board a lack of a quorum. Agenda item to be completed at next scheduled meeting, November 14, 2017.

3. CONSIDER AND ACT UPON THE APPOINTMENT OF A CHAIR AND VICE-CHAIR

A motion was made by Todd Cleveland, seconded by Justin Gilmore that this matter be Approved to vote Marvin Kahlden as Chair of the Board. The motion carried by the following vote.

Aye: 6 - Todd Cleveland, Justin Gilmore, Wayne Lee, Bobby Tutor, Tamera Bounds, and Rick Rhodes

Nay: 0

Abstain: 1 - Marvin Kahlden

A motion was made by Marvin Kahlden, seconded by Todd Cleveland, that this matter be Approved to vote Tamera Bounds as Vice-Chair of the Board. The motion carried by the following vote.

Aye: 7 - Marvin Kahlden, Todd Cleveland, Wayne Lee, Bobby Tutor, Justin Gilmore, and Rick Rhodes

Nay: 0

Abstain: 1 - Tamera Bounds

4. **CONSIDER AND ACT UPON THE ADOPTION OF THE BOARD RULES OF
PROCEDURE**

A motion was made by Bobby Tutor, seconded by Tamera Bounds to adopt the Board Rules of Procedure, with grammatical corrections. The motion carried by the following vote.

Aye: 7 - Bobby Tutor, Tamera Bounds, Justin Gilmore, Marvin Kahlden, Wayne Lee, Todd Cleveland, and Rick Rhodes

Nay: 0

5. **STAFF PRESENTATION REGARDING EXISTING BUILDING AND
CONSTRUCTION CODE VIOLATIONS (SUB-STANDARD STRUCTURES)
IDENTIFIED**

Unable to address agenda item, due to lack of quorum. Agenda item to be addressed at next scheduled meeting, November 14, 2017.

6. **ADJOURNMENT OF MEETING**

A motion was made by Justin Gilmore, seconded by Tamera Bounds to adjourn the meeting at 7:05 p.m. A motion was carried by the following vote.

Aye: 7 - Justin Gilmore, Tamera Bounds, Todd Cleveland, Wayne Lee, Bobby Tutor, Marvin Kahlden and Rick Rhodes.

Nay: 0

Marvin Kahlden, Chair