

**BUILDING BOARD  
MEETING  
APRIL 27, 2021**

**MEMBERS PRESENT:** Thomas "TJ" Thornberry, Chairman  
Ara Aprahamian, Lawrence Gotfredson,  
Jeffery Master, Juliet Merolla,  
Wendy Mueller, Donald Tottingham

**MEMBERS ABSENT:** Lisa Kellythorne

**OTHERS PRESENT:** Randy Cole, Chief Building Official  
David Jackson, Board Attorney  
David McCarty, Code Compliance Supervisor  
Cody Waldrop, Police Officer

**CALL TO ORDER/ANNOUNCEMENTS**

- Mr. Masters called the meeting to order at 9:00 a.m.
- A. Roll Call
- 1. Election of Chair and Vice Chair
- Recording Secretary Pues opened the floor for nomination of Chair.
- Ms. Mueller NOMINATED Mr. Thornberry
- As there were no other nominations, Mr. Thornberry was appointed Chair by acclamation.
- Recording Secretary Pues opened the floor for nomination of Vice Chair.
- Mr. Thornberry NOMINATED Ms. Mueller.
- As there were no other nominations, Ms. Mueller was appointed Vice Chair by acclamation.

**NOTE: Mr. Thornberry commenced as Chair for the meeting.**

- B. Next Scheduled Meeting
- 1. May 25, 2021

**CITIZEN COMMENTS ON AGENDA ITEMS ONLY**

- None.

**APPROVAL OF MINUTES**

- A. January 25, 2021
- Mr. Gotfredson MOVED, Ms. Mueller SECONDED approval of the January 25, 2021, minutes. MOTION CARRIED UNANIMOUSLY.

**REPORTS**

- No items.

### **NEW BUSINESS**

- Recording Secretary Pues swore in all participants.
- A. Contest of a False Alarm - Event ID 2020-047283
  - Board Attorney David Jackson verified members had no conflicts of interest and had not engaged in ex-parte communication with the appellant regarding Event ID 2020-047283. He then stated the appellant was not present this date, indicating members could hear the case or deny the appeal.
  - Mr. Masters recalled the Board had requested communications between the City and appellants be improved for cases such as these, questioning whether same had been addressed.
  - Mr. David McCarty, Code Compliance Supervisor, replied affirmatively, verifying all return receipts from the notifications sent to the appellant regarding this case were received.
  - Mr. Cody Waldrop, Police Officer, verified the alarm company requested to cancel the call to the Police Department after he found the location secure, confirming the only contact he made was with the alarm company.
  - Mr. McCarty summarized the City's procedure for processing false alarms, noting the appellant wished to appeal this case rather than pay the fine.
  - A brief question and answer session took place between Mr. McCarty and members regarding the events surrounding this case.
  - Mr. Gotfredson MOVED, Mr. Masters SECONDED to deny the appeal. MOTION CARRIED UNANIMOUSLY.

### **UNFINISHED BUSINESS**

- No items.

### **STAFF COMMENTS**

- Mr. Cole announced the Building Division was working on a rewrite of the local flood plain ordinance at the request of the Department of Emergency Management due to regulatory changes, noting a copy of same could be provided to members once complete.
- Mr. Thornberry questioned whether the rewrite was separate from the pending changes to the Federal Emergency Management Agency map.
- Mr. Cole replied affirmatively, explaining one change to the local flood plain ordinance would require flood plans to be engineered and another would require manufactured homes to meet one foot of freeboard.
- Discussion ensued regarding the costs and benefits of flood vents.

### COMMITTEE/BOARD COMMENTS

- Mr. Thornberry recalled the Code Compliance Division, Building Division and Police Department were going to meet to address unlicensed contractor activity in the City.
- Mr. Cole verified several meetings took place regarding same, including with the Department of Business Professional Regulations who conducted a presentation for all three divisions.
- Mr. Thornberry suggested an industry representative attend one of those meetings in the future, opining same would be beneficial to the City and industry.
- Mr. Cole indicated staff could set up a meeting if desired.
- Ms. Mueller recalled a previous discussion regarding publishing information so that the public could be more aware of activities in the City, including a reminder to citizens about the swales and working in the right-of-way. She acknowledged information was included in the Councilmember's newsletters; however, she opined there was still a disconnect in communications with the general public, suggesting additional marketing be explored to motivate the community to read the information.
- Mr. Cole recommended the Board direct the Chairman to contact the communications manager regarding the concern.
- Mr. Gotfredson spoke in favor of same, noting citizens could not be obligated to read the information.

### CITIZENS' COMMENTS

- None.

### ADJOURNMENT

- Meeting Adjourned: 9:45 a.m.

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Thomas "TJ" Thornberry, Chairman

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Leah Pues, Recording Secretary