

CITY OF MERCED
Building and Housing Board of Appeals
Regular Meeting
MINUTES

Merced City Council Chambers
Tuesday, July 28, 2020

Vice-Chairperson PAPINEAU called the meeting to order at 3:01 p.m.

ROLL CALL

Board Members Present: James Allen, Casey Steed, and Vice-Chairperson Curtis Papineau

Board Members Absent: None (two vacancies)

Staff Present: Chief Building Official Frazier, Deputy City Attorney Schuyler Campbell, Principal Planner Michael Hren, and Recording Secretary Gates

1. **APPROVAL OF AGENDA**

M/S STEED-ALLEN, and carried by the following vote, to approve the Agenda as submitted.

AYES: Board Members Allen, Steed, and Vice-Chairperson Curtis Papineau

NOES: None

ABSENT: None (two vacancies)

ABSTAIN: None

2. **MINUTES**

M/S ALLEN-STEED, and carried by the following vote, to approve the Minutes of June 9, 2020, as submitted.

AYES: Board Members Allen, Steed, and Vice-Chairperson
Curtis Papineau

NOES: None

ABSENT: None (two vacancies)

ABSTAIN: None

3. **COMMUNICATIONS**

None

4. **ITEMS**

4.1 **Election of Building and Housing Board of Appeals Chairperson and Vice-Chairperson**

Board Member ALLEN nominated Vice-Chairperson PAPINEAU as Chairperson and Board Member STEED as Vice Chairperson. Both Vice-Chairperson PAPINEAU and Board Member STEED accepted the nominations. There were no other nominations for Chairperson or Vice-Chairperson.

M/S ALLEN-PAPINEAU, and carried by the following vote, to elect Vice-Chairperson PAPINEAU as Chairperson and to elect Board Member STEED as Vice-Chairperson:

AYES: Board Members Allen, Steed, and Vice-Chairperson
Curtis Papineau

NOES: None

ABSENT: None (two vacancies)

ABSTAIN: None

4.2 **Set regular monthly meeting dates for the Building and Housing Board of Appeals for the 1st Thursday of every month.**

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M/S ALLEN-STEED, and carried by the following vote, set regular monthly meeting dates for the Building and Housing Board of Appeals for the 1st Thursday of every month at 3:00 p.m.

AYES: Board Members Allen, Steed, and Vice-Chairperson
Curtis Papineau

NOES: None

ABSENT: None (two vacancies)

ABSTAIN: None

4.3 Set Appeal Hearing Date for September 3, 2020 – William L. Stevenson and Inez T. Stevenson Estate, 2505 3rd Avenue: Notice and Order to Repair or Abate.

M/S STEED-ALLEN, and carried by the following vote, to set the date for the upcoming appeal hearing for September 3, 2020, at 3:00 p.m. in the Council Chambers.

AYES: Board Members Allen, Steed, and Vice-Chairperson
Curtis Papineau

NOES: None

ABSENT: None (two vacancies)

ABSTAIN: None

5. INFORMATION ITEMS

Board Member STEED inquired about recruitments to fill the two vacancies on the Board.

Chief Building Official FRAZIER informed the Board that she had sent out an application from a candidate to the City Clerk, and that it is up to City Clerk to send the application to the City Council.

Recording Secretary GATES informed the Board that they could help in the recruitment process for the remaining two vacancies.

6. ADJOURNMENT

There being no further business, Vice-Chairperson PAPINEAU adjourned the meeting at 3:10 p.m.

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Respectfully submitted,



TAYLOR GATES, Recording Secretary

City of Merced

Building and Housing Board of Appeals

APPROVED:

CURTIS PAPINEAU, Vice-Chairperson

City of Merced

Building and Housing Board of Appeals

APPROVED:

DENISE FRAZIER, Secretary/

Chief Building Official

City of Merced

Building and Housing Board of Appeals