



## CODE ENFORCEMENT ADVISORY BOARD MEETING ACTION MINUTES

**Location:** Board of Supervisors' Chambers, 25 County Center Drive, Oroville

**Date:** November 16, 2017

**Time:** 1:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call—Ed McLaughlin (Chair), Bill Graves (Vice Chair), T.C. Dennis and Chris Nicodemus

*Present: Bill Graves and Chris Nicodemus, T. C. Dennis*

*Absent: Ed McLaughlin*

*Vice Chair Bill Graves opened the meeting in absence of Chair McLaughlin.*

4. Approval of Minutes- Last Meeting , May 25th, 2017

*Minutes for the May 25, 2017 meeting were unavailable.*

5. Board Vacancy Discussion

*Vice Chair Bill Graves opened discussion regarding the current vacancy from District 4. Bill Graves said he would discuss the vacancy with Supervisor Lambert.*

6. Code Enforcement Staffing—Chris Jellison, Code Enforcement Supervisor (CES)
  - a. Extra Help Office Specialist Amanda Conner
  - b. 1 regular Help position needed
  - c. 2 EH positions needed

*Chris Jellison introduced Office Specialist, Amanda Conner who has been working with Code Enforcement for the past four months.*

*There is currently one full time regular help position available to replace Wendy Jones. We will be interviewing 5 applicants on November 27, 2017.*

*Extra Help staff recruitment will begin in March 2018.*



**Department of Development Services**

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7. Abandoned Vehicle Abatement (AVA) – Phil Preader, Code Enforcement Officer (CEO) – Power Point
  - a. AVA status report – vehicles abated.

*Chris Jellison introduced Phil Preader, Code Enforcement Officer, presented a report regarding the Abandoned Vehicle Abatement (AVA program to the Code Enforcement Advisory Board.*

8. Key Code Enforcement Cases Status Report – Rand Smith, Code Enforcement Officer (CEO)-Power Point
  - a. Discuss current nuisance abatement list and information
  - b. High Profile cases
  - c. Abatements

*Rand Smith presented an overview to the Code Enforcement Advisory Board of the current nuisance abatement, high profile and abatement lien cases.*

9. Update on Marijuana Program – Tim Torres, Jim McMillian Code Enforcement Officers – Power Point
  - a. Discuss current cases
  - b. Successful Cases

*Jim McMillian and Tim Torres presented a report on Update of the Marijuana Program to the Code Enforcement Advisory Committee.*

10. Public Stuff Update – Chris Jellison
  - a. Update

*Chris Jellison gave an update on the Public Stuff Update Program to the Code Enforcement Advisory Board.*

11. Marijuana Hearings – Chris Jellison and Debbie Laugenour (Office Specialist)
  - a. Now being held at the Court House
  - b. 2016 Lien Hearings Update
  - c. 2017 Lien Hearings Update

*Chris Jellison gave an update on the Marijuana Hearings for 2016 and 2017. He advised that the hearings are now being held at the Butte County Court House.*

12. Officer Safety – Chris Jellison
  - a. Durham Incident
  - b. Vests



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- c. Training Records
- d. Radios

*Chris Jellison advised the Code Enforcement Advisory Board members the steps that have been taken for officer safety which includes vests and radios.*

13. Code Enforcement Advisory Board members wishing to address items not listed on the agenda. (The Code Enforcement Advisory Board is prohibited by State law from taking action on any item presented if it is not listed on the agenda.)

*Bill Graves brought to the attention of the Code Enforcement staff that there is an abandoned box trailer at Pierce Road between Rogers and Elk filled with junk.*

*Chris Nicodemus questioned the staff regarding the extent of transients and transient camps in the County. Chris Jellison, said they typically deal with "camping" violations and if they come across transient camps, they turn those over to the Sheriff's Department*

14. Code Enforcement Program Item

Members of the public wishing to address the Code Enforcement Advisory Board on items not listed on the agenda. The presentations will be limited to five minutes. The Code Enforcement Advisory Board is prohibited by state law from taking action on any item presented if it is not listed in the agenda.

*A member of the public, Rob O'Brien, submitted a complaint to staff on Mesa and Esquon Road. He chose not to stay for the meeting but wanted to submit this complaint.*

15. Discuss Date and Time for the Next Meeting(s)
- a. Wednesday, 30 May 2018
  - b. Thursday, 31 May 2018

*Kim McMillan, Administrative Assistant, Senior will need to confirm the availability of the Board of Supervisors Chambers on the suggested dates.*

16. Adjournment

*A motion to adjourn the meeting was made by Chris Nicodemus and seconded by Vice Chair Graves.*

Vice Chair Graves