

MARIPOSA COUNTY

Code Compliance Advisory Committee (CCAC)

MEETING ACTION MINUTES - FINAL

DATE: November 3, 2021 (approved December 1, 2021)

TIME: 2:00 - 4:00 PM

LOCATION: Board of Supervisors Chambers, 2nd Floor
5100 Bullion Street, Mariposa CA

1. Call to Order: 2:00 PM Welcome 2:04 pm by Sarah Williams, Planning Director.

2. CCAC Member Introductions and backgrounds, interests:

Nancy Kemp, Eileen Collins, David Breemer, Karen Smith, Karen Woblesky, Colleen Rhodes, Gabe Edwards, Danette Toso, Lydia Clary.

Members of the Public: Barbara Cone, Mike Hunter, Mike Henderson, Al Golub and Ken Melton.

Members of the Public on the line: Jill Harry, Lorraine Freeman and unannounced individual.

Staff Introductions: Mariposa County Planning Department: Sarah Williams, Corrina Miranda, Carol Suggs.

3. Elect Officers for Remainder of Calendar Year 2021 and Calendar Year 2022 (Chair, Vice-Chair, Secretary)

By motion of Collins, seconded by Rhodes, the CCAC selected Karen Woblesky as the Chair for 2021 and 2022. Motion Moved.

RESULTS: ADOPTED [9 to 0]

AYES: (9) Breemer, Clary, Collins, Edwards, Kemp, Rhodes, Smith, Toso, Woblesky

By motion of Edwards, seconded by Rhodes, the CCAC selected David Breemer as the Vice-Chair for 2021 and 2022. Motion Moved.

RESULTS: ADOPTED [9 to 0]

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AYES: (9) Breemer, Clary, Collins, Edwards, Kemp, Rhodes, Smith, Toso, Woblesky

By motion of Edwards, seconded by Collins, the CCAC directed the Planning Director to assign Planning Staff for secretarial services for 2021 and 2022. Motion Moved.

RESULTS: ADOPTED [9 to 0]

AYES: (9) Breemer, Clary, Collins, Edwards, Kemp, Rhodes, Smith, Toso, Woblesky

Discussion and Set 2021 / 2022 Meeting Calendar (including dates, times, meeting location, and meeting format).

Edwards inquired whether there were any established timelines for specific work to be accomplished.

Williams responded that the work will be directed by the committee.

By motion of Collins, seconded by Rhodes, the CCAC requested meetings from 2-4 pm on the 1st Wednesday of every month at the Board of Supervisors Chambers, assuming the facility is available. Motion Moved.

RESULTS: ADOPTED [9 to 0]

AYES: (9) Breemer, Clary, Collins, Edwards, Kemp, Rhodes, Smith, Toso, Woblesky

4. Discuss and Provide Direction to Staff Regarding Educational Program (CCAC Responsibility Topics). This item was skipped in the agenda.
5. Discuss and Recommend Board of Supervisor's Approval of 11/3/2021 Draft By-Laws for CCAC; action may include amendments to Draft By-Laws.

Rhodes requested clarity on correspondence definition. Discussion amongst the group regarding different scenarios and whether or not to better define what is meant by "correspondence".

Breemer made a motion that the CCAC adopt Article VII text as written with the understanding that correspondence means written not verbal, Toso seconded.

Additional discussion was held regarding potential amendment to motion. Breemer stated that there is no need to amend his motion, as the word is self-defined.

Motion remained as originally proposed. Motion Moved.

RESULTS: ADOPTED [7 to 2]

AYES: (7) Breemer, Clary, Collins, Kemp, Smith, Toso, Woblesky

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NAYES: (2) Edwards, Rhodes

Collins made a motion that the CCAC accept the remainder of the Draft By-Laws as written, Edwards seconded. Motion Moved.

RESULTS: ADOPTED [9 to 0]

AYES: (9) Breemer, Clary, Collins, Edwards, Kemp, Rhodes, Smith, Toso, Woblesky

6. Review and Discuss Summary Requirements of the California Ralph M. Brown Act (*agenda packet materials at: <https://www.mariposacounty.org/DocumentCenter/Index/3074>*)

Williams reviewed basics of the CA Brown Act.

7. Review and Discuss Summary Requirements of Public Records Act (*agenda packet materials at: <https://www.mariposacounty.org/DocumentCenter/Index/3075>*)

Williams reviewed basics of the CA Public Records Act.

Public Member Cone inquired about discoverability of complaints names and confidentiality and how this relates to county staff members filing complaints.

Williams responded that staffs' names are confidential pursuant to Board of Supervisors adopted policy. Code Compliance staff are staff protected pursuant to policy.

8. Staff Presentation, CCAC Review and Discussion Regarding Local Government Structure and the Mariposa Planning Agency (*no agenda packet – staff will make presentation at meeting*)

Williams presented a power point regarding local government structure and the planning agency.

9. Review and Discuss Board of Supervisors Recent Agenda Items Relating to Code Compliance; Direction May be Given to Staff (*agenda packet attached*)

Williams presented information on two items that the BOS discussed on October 19th, including Illegal Marijuana (scheduled by Supervisor Long) and Code Compliance Processes and Resources (scheduled by Supervisor Sweeney). She went over each item and what the resulting directions were from the Board of Supervisors

Miranda explained the compliance process from start to compliance and where the delays are.

Discussion followed regarding:

- other counties processes
- current codes in Mariposa County
- guidelines for the public

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- administrative processes
- current code and
- making it easier for the public to understand.

The CCAC directed Planning Staff to bring back to the next meeting a comparison of other neighboring / rural county codes on public nuisances and marijuana.

10. Correspondence. None

11. Persons wishing to speak on a matter not on the agenda, but within the jurisdiction of the committee. No action will be taken by the CCAC. None.

The public was also given the opportunity to comment before or during the CCAC's consideration of the items that are on the agenda. Freeman, Cone and Melton offered comments throughout the meeting.

12. Adjourn. There being no further business the meeting was adjourned at 4:15 p.m.
Next proposed meeting Wednesday December 1st 2:00-4:00 p.m.