Mariposa County

CODE COMPLIANCE ADVISORY COMMITTEE

http://www.mariposacounty.org/

GABRIEL EDWARDS	**CHAIR**
ROB FOX	**VICE-CHAIR**
FLOYD DAVIS	**MEMBER**
CL RHODES	**MEMBER**
KRIS CASTO	**MEMBER**
KEN MELTON	**MEMBER**

CODE COMPLIANCE ADVISORY COMMITTEE FINAL SUMMARY MINUTES

APRIL 11, 2025

(Approved as Amended 5/9/25)

A. Call to Order and Roll Call

Chair, Gabe Edwards, opened the meeting at 2:04 P.M. and announced there was a quorum.

Members Present: Ken Melton, Gabe Edwards, Kris Casto, and Floyd Davis.
Members Excused: Colleen Rhodes and Robert Fox.
County Staff Present: Planning Staff: Steve Engfer, Sophea Craighead, and Marcia Burton. Code Compliance: Bart Conner. Clerk of the Board, Danielle Bondshu.

B. Public Comment on Non-Agenda Items

For items within the jurisdiction of the Code Compliance Advisory Committee and not on today's agenda. No action will be taken on non-agenda items.

Public comment was received by Colleen Rhodes (CCAC Member on the phone), she asked the Planning Director, Steve Engfer, to provide an update from County Counsel regarding a question that was not on the agenda pertaining to the CCAC providing county code for dog enforcement issues that was addressed during the Board of Supervisor's April 8, 2025 meeting.

Engfer briefly explained that County Counsel, Walter Wall, had been away at a conference and noted that dog nuisance was not under the CCAC's purpose and tasks but a separate code set. Engfer will provide the CCAC with an update after receiving feedback from County Counsel.

C. Approval of Minutes

1. **Planning**

Review and Approve Minutes from February 14, 2025 Meeting

Edwards noted that the CCAC does not have a quorum with members present to approve February 14, 2025 minutes and will table the minutes to May 9, 2025 meeting.

By Motion of Davis, Seconded by Casto, The Code Compliance Advisory Committee approved to table February 14, 2025 minutes to May 9, 2025 meeting. 4 ayes, 0 nays, 2 excused (Colleen Rhodes, Robert Fox), 0 abstained. Motion Passed.

Before moving on to Item D, Engfer announced that the CCAC meeting will end at 3 P.M. due to Edwards' early departure.

D. Discussion Item

1. **Planning**

Discussion on the history and future of the Code Compliance Advisory Committee; and Provide Recommendations to the Clerk of the Board to return to the Board of Supervisors. (Clerk of the Board)

Bondshu provided a summary of the CCAC's request for her to return with the history of the CCAC, recommendations made to the Board of Supervisors from the CCAC, and their purpose tasks that were attached to the agenda packet. Bondshu then asked the committee for their recommendations to provide the Board of Supervisors regarding their estimated sunset date.

Engfer provided a summary of what the CCAC has completed and tasks that are in progress with an estimated completion timeframe to assist the committee with an estimated sunset date.

Edwards noted that there were a series of recommendations from August 2, 2023 (meeting #33 made by Lydia Clary, Collen Rhodes and Edwards), and the recommendations from January 10, 2025, Joint Planning Commission meeting that are in progress, but these tasks are missing detailed information; for example: the removal of the $145.00 over the counter fee. Edwards noted that after the detailed items have been memorialized, the CCAC can then start checking off their list which the CCAC would be ¾ of the way to completing their tasks, provide their recommendations to the Board of Supervisors for tasks that they have not checked off, then noted that June or July would be a great time to touch base again regarding their checklist. Edwards stated that he will reach out to Rhodes and Lydia for their requirement to include in the checklist to bring back to the committee and staff. Edward shared that it is time to get some tasks completed.

Melton said that the committee isn't moving forward with Steps 1 through 4 and noted that he wanted to keep moving forward to complete the items they are currently working on instead of discussing other topics. He noted that there are items that the Planning Commission can change in code and that there are other codes the Planning Commission cannot change but the CCAC can, like the Recreational Vehicle and Park Trailers.

Davis agreed with Melton regarding the committee making progress and moving forward with their tasks.

Bondshu noted that the direction she's hearing is that there is no time frame from the CCAC at this time and that the CCAC will work on a checklist of recommendation that the CCAC will check off and then revisit the possible dissolution. Bondshu then suggested for the committee members make a list of what they want to see the committee achieve and submit them to the Planning Secretary prior to the next agenda and have a discussion marking items off that are not appropriate or to move forward with to achieve a final checklist.

Edwards asked if the committee would receive information from Code Compliance, Bart Conner and Interim Building Director, Corrina Miranda.

Engfer noted that CCAC would receive information from Conner and Miranda at the next meeting.

Engfer then noted that staff would like to see the committee provide feedback to the Clerk of the Board to take back to the Board of Supervisors and noted that it would be reasonable for the committee to review what items are left on their task and provide another update in the form of a list to the Clerk of the Board.

Public comment was received from Colleen Rhodes (CCAC Member on the phone), who expressed disappointment that she did not hear about the importance of communication with the public and did not feel that the committee had achieved this. Then she expressed that until this task has been completed, she does not feel that the CCAC should be dissolved.

Edwards asked for the CCAC members to read California Government Code 25845 before meeting again.

Davis asked that staff provide a summary of the agenda items and put into action items for the committee to address at the next meeting, so the committee stays on track without interruptions.

E. Discussion and Possible Action

1. **Planning**

Discussion and possible action regarding recommendations to the Board of Supervisors on the Code Compliance Program: Steps 1-4, as amended, correlated with the January 10, 2025 Joint PC/CCAC Code Compliance Program Recommendations in preparation for response to the Board of Supervisors. (Planning Staff Presentation).

Edward requested a motion to table Item E and Item F to May 9, 2025 meeting.

By Motion of Melton, Seconded by Davis, The Code Compliance Advisory Committee approved to table Item E and Item F to the May 9, 2025 meeting. 4 ayes, 0 nays, 2 excused (Colleen Rhodes, Robert Fox), 0 abstained. Motion Passed.

F. Information Items

1. **Planning**

Online Permitting System Update (Tyler) Demonstration of software

This item was tabled to May 9, 2025 meeting.

2. **Planning**

Building Appeals Board Update

This item was tabled to May 9, 2025 meeting.

3. **Planning**

Case Log Update

This item was tabled to May 9, 2025 meeting.

G. Future Agenda Items

- Edwards asked for the CCAC members to read California Government Code 25845 before meeting again.
- Edwards asked for the CCAC members to bring items of specific questions, concerns, any items for staff to address as a public comment item, then incorporate into the future agenda item for further discussion. Danielle suggested that the list should be provided to the Planning Secretary prior to the publication - Due Date April 28, 2025.
- CCAC members to provide their checklist prior to the publication of the agenda items for discussion.
- Ken Melton requested an item for Discussion- RV's and Trailers.
- Kris Casto requested an item for Discussion – A Flow Diagram or a Flow Chart of the Process for Violation and Cleanup.
- Item E1. Discussion and Possible Action regarding recommendations to the Board of Supervisors on the Code Compliance Program: Steps 1-4, as amended, correlated with the January 10, 2025 joint PC/CCAC Code Compliance Program Recommendations in preparation for response to the Board of Supervisors.
- Item F Information Items:
    1. Online Permitting System Updated (Tyler) Demonstration of software
    2. Building Appeals Board Update
    3. Case Log Update

H. Adjournment

By Motion of Casto, Seconded by Davis, the Code Compliance Advisory Committee meeting adjourned at 3:03 P.M. 4 ayes, 0 nays, 2 excused (Colleen Rhodes, Robert Fox), 0 abstained. Motion passed.

Respectfully submitted by Sophea Craighead, acting Secretary