



AGENDA

August 10, 2023

BOARD OF APPEALS
SEMI-ANNUAL MEETING
3:00 P.M.
Hutchison Conference Room
Second Floor
311 Vernon Street
Roseville, CA 95678
www.roseville.ca.us

THE CITY OF ROSEVILLE WELCOMES YOUR PARTICIPATION

If an agenda item is open to public comment, such public comment shall be addressed to the chair of the meeting.

Public Comment - Speakers have three minutes under Public Comment to speak on issues that are not listed on the agenda and are within the City's jurisdiction. The Brown Act does not permit any action or discussion on items not listed on the agenda.

Consent Calendar - If applicable, the Consent Calendar consists of routine items that may be approved by one motion. Any person can remove an item from the Consent Calendar to be discussed separately.

Agenda Items - Speakers have five minutes to address items that are listed on the agenda.

Americans with Disabilities Act - Notify the City Clerk or Secretary at least 72 hours in advance if special assistance is required to participate in a meeting including the need of auxiliary aids or services.

Audio/Visual Presentations - If making a presentation regarding an agenda item, audio/visual materials must be submitted to the City Clerk or Secretary at least 72 hours in advance.

Roseville City Clerk 311 Vernon Street, Roseville, CA 916-774-5200 TDD 916-774-5220

1. **CALL TO ORDER**
2. **ROLL CALL (SILENT)**
3. **APPROVAL OF MINUTES**
 - 3.1. Approval of Board of Appeals Semi-Annual Meeting Minutes from January 24, 2023

Approve the attached minutes from the January 24, 2023 Semi-Annual Board of

Appeals meeting.

4. PUBLIC COMMENTS

5. NEW BUSINESS

5.1. Board of Appeals Vacancy

5.2. Code Enforcement Update

5.3. Discussion of Rules & Procedures for Uncommon Situations

6. OLD BUSINESS

7. REPORTS/COMMENTS/QUESTIONS/SUGGESTIONS BY BOARD MEMBERS

8. ADJOURNMENT



BOARD OF APPEALS COMMUNICATION

Title: Approval of Board of Appeals Semi-Annual Meeting Minutes from January 24, 2023
Contact: Kelly Aye 916-774-5377 kaye@roseville.ca.us

Meeting Date: 8/10/2023
Item #: 3.1.

RECOMMENDATION

Approve the minutes from the January 24, 2023 Semi-Annual Board of Appeals meeting.

BACKGROUND

The last Semi-Annual Board of Appeals meeting took place on Tuesday, January 24, 2023.

Respectfully Submitted,

Kelly Aye, Board Secretary

ATTACHMENTS:

Description

Minutes



MINUTES

January 24, 2023

BOARD OF APPEALS SEMI-ANNUAL MEETING 3:30 p.m.

1. CALL TO ORDER

The Semi-Annual Meeting of the Board of Appeals was called to order by Board Member Arthur Pauly, Jr. on Tuesday, January 24, 2023 at 3:53 p.m. in the Hutchison Conference room of the Civic Center.

2. ROLL CALL (SILENT)

The following Board members were present:

Bruce Hagler
Arthur Pauly, Jr.
Andrea Seminer
Brian Stenklyft
Joseph Bales
Pete Constant

The following members were not present:

Andrew Haydu
Deanna Erdman
Steve Miller
Tom Rutherford

The following staff members were present:

Travis Cochran, Deputy City Attorney
My Tien Doan, Deputy City Attorney
Kelly Aye, Legal Clerk
Lynda Risucci, Legal Clerk

3. APPROVAL OF July 12, 2022 MINUTES

A motion was made by Brian Stenklyft and seconded by Andrea Seminer, that the Minutes of the July 12, 2022 Board of Appeals Semi-Annual Meeting be approved.

AYES: Pete Constant
 Bruce Hagler
 Arthur Pauly, Jr.
 Brian Stenklyft
 Andrea Seminer
 Joseph Bales

NOES: None.

4. PUBLIC COMMENT

No one from the public offered any public comments.

5. NEW BUSINESS

5.1. Introduction of New Deputy City Attorney

Travis Cochran introduced himself as the new Deputy City Attorney.

5.2 Introduction of New Board Member

New Board Member, Steve Miller, was not present so no introduction occurred.

Board Member introduced themselves and provided a short summary of their background.

5.3 Appointment of Chairperson and Vice Chairperson

A motion was made by Pete Constant and seconded by Andrea Seminer to nominate Bruce Hagler as the new Chairperson for 2023-24.

AYES: Pete Constant
 Bruce Hagler
 Arthur Pauly, Jr.
 Brian Stenklyft
 Andrea Seminer
 Joseph Bales

NOES: None

5.4 Animal Control Update

Animal Control Officer (ACO), Sarah Cooper, spoke about what Animal Control does day to day and gave statistics on the amount of calls received throughout the year for Animal Control Services.

ACO Gabriel Sorenson added to the conversation regarding the duties of Animal Control and what types of calls they received for services.

Discussion took place regarding the duties of Animal Control. ACO Sarah Cooper and ACO Gabriel Sorenson answered questions from Board Members.

ACO Sarah Cooper spoke on the definition of “aggressive behavior”.

Deputy City Attorney Cochran commented on the definition of aggressive behavior and provided a print out of the municipal code definition of aggressive behavior to the attendees.

Discussion by the Board Members regarding the definition of aggressive behavior and defensive action requirement ensued.

ACO Sarah Cooper explained the process of defining potentially vicious dogs.

Deputy City Attorney Cochran asked for final comments and questions regarding Animal control updates before moving on to the next subject.

5.5 Citation Payment Programs and Options Update

Deputy City Attorney Cochran explained the payment options available to individuals cited and fined for violating the municipal code.

Deputy City Attorney Cochran mentioned Converge as our new software to process automated payments for residents. He also mentioned the Intercept program as a new way the City can collect unpaid debts from residents.

5.6 Discussion Regarding Waiving of Fines in the Interest of Justice

Deputy City Attorney Cochran discussed waiving fines in the interest of justice and provided statistics to the Board regarding how often fines are waived by the Board every year. Deputy City Attorney Cochran

provided the historical context for waiving fines and offered examples of how it may apply.

6. OLD BUSINESS

6.1 None.

7. REPORTS/COMMENTS/QUESTIONS/SUGGESTIONS OF BOARD MEMBERS

Brian Stenklyft asked how much time goes by between when an individual is warned they are to receive a citation and when the citation is actually written.

Deputy City Attorney Cochran explained the process between the warning, citation, and appeal, and the general amount of time from start to finish.

8. ADJOURNMENT

A motion was made by Andrea Seminer and seconded by Joseph Bales to adjourn the January 24, 2023 Board of Appeals Semi-Annual Meeting.

AYES: Pete Constant
 Bruce Hagler
 Arthur Pauly, Jr.
 Joseph Bales
 Andrea Seminer
 Brian Stenklyft

NOES: None

The potential date of the next Board of Appeals Semi-Annual Meeting will be July 18, 2023.

Chairperson Arthur J. Pauly, Jr. adjourned the January 24, 2023 Board of Appeals Semi-Annual Meeting at 4:57 p.m.

Kelly K. Aye
Board Secretary