



Meeting Minutes - Draft

Construction Trade Advisory & Appeals Board

Thursday, January 16, 2025

1:30 PM

Council Chambers

I. CALL TO ORDER/ROLL CALL

Chairman Merdes called the meeting to order at 1:30 pm and a quorum was established to conduct the meeting with Member Lee absent.

II. PUBLIC COMMENT: None.

III. APPROVAL OF ABSENCES: December 19, 2024: Members Brister and Jimenez.

Vice Chairman Cervantes made a motion to approve the absence of Member Brister, seconded by Member Esquivel. The Vote: All Aye. The motion passed.

Member Gentry made a motion to approve the absence of Member Jimenez, seconded by Vice Chairman Cervantes. The Vote: All Aye. The motion passed.

IV. APPROVAL OF MINUTES: December 19, 2024

Member Dildy made a motion to approve the minutes as presented by staff from December 19, 2024, seconded by Vice Chairman Cervantes. The Vote: All Aye. The motion passed.

V. DISCUSSION AND POSSIBLE ACTION

Discussion was held on the following items:

- **Flammable Refrigerants**
- **Policy and Procedures**
- **Code compliance related to laws/licenses**
- **Code of Ethics**
- **Goals**

No action was taken.

VI. BUILDING OFFICIAL REPORT

- At 98.2% inspection for scheduled day
- Staffing up, getting inspections done, with results
- Goals and Code of Ethics-we have stickers for the STARR program but we do not have any applications yet; applications have been sent out to contacts. 2/2/25 is when the data base will be processed. 2/19/25 first required STARR program class from 8:00-10:00 am.

VII. FUTURE AGENDA ITEMS

- Code non-compliant items
- Refrigerant concerns-2021; presentation and outreach
- Running conduit to an island: Mr. Witliff is researching

VIII. ADJOURNMENT

There being no further business, the meeting adjourned at 2:53 pm.