

Commissioner Minutes

May 15, 2025 – 10:44 a.m. to 10:55 a.m.

DSD GENERAL BUSINESS MEETING AND TO CONSIDER AN ACTION ITEM

Commissioners Leslie Van Beek, Brad Holton and Zach Brooks

Director of DSD Jay Gibbons

Assistant DSD Director Josh Johnson

DSD Office Manager Jennifer Almeida

Deputy Clerk Jenen Ross_____

DSD GENERAL BUSINESS MEETING AND TO CONSIDER AN ACTION ITEM

The Board met today at 10:44 a.m. for a DSD General Business meeting and to consider an action item. Present were: Commissioners Leslie Van Beek, Brad Holton and Zach Brooks, Director of DSD Jay Gibbons, Assistant DSD Director Josh Johnson, DSD Office Manager Jennifer Almeida, and Deputy Clerk Jenen Ross. The action item was considered as follows:

Resolution to issue a refund to Streetlights LLC, requested by Marcel Lopez - Case no. CU2024-0017:

Ms. Almeida said this is for a withdrawn CUP application and reviewed the work that has been completed. Staff is recommending a refund in the amount of \$522.50. Commissioner Van Beek motioned that she is in favor of approving the refund. The motion was seconded by Commissioner Brooks and carried unanimously (resolution no. 25-105).

DSD General Business:

- Staffing update: some people have been moved around within the department; a new planner started this week and two will start next week; a DSD Technician position is still open.
- Firework stands: there is a form that needs to be reviewed by DSD confirming the stand is on commercial land, it then goes to the fire department for approval; fire departments will not sign off on the request until DSD signs off. There is currently one request that is problematic.
- Fee waiver/reduction procedures will be coming before the Board soon.
- P&Z Commission: moving from 7 to 5 members. There is currently one board member that has an attendance issue and Mr. Gibbons is concerned about running into quorum issues with summer vacations happening and DSD can't afford to reschedule hearings with the backlog being worked through; He would like open up the call for P&Z commissioners and thinks applicants could potentially fill the ag commission. The Board is in favor.

Commissioner Van Beek motioned to adjourn the meeting. The motion was seconded by Commissioner Brooks and carried unanimously. The meeting concluded at 10:55 a.m. and an audio recording is on file in the Commissioners' Office.