

City of Fresno

*City Hall, Council Chambers
2600 Fresno Street*



Meeting Minutes - Draft

Tuesday, December 2, 2025

1:00 PM

Regular Meeting

**City Hall Council Chambers
2600 Fresno Street**

Building Standards Appeals Board

***Board Member Daniel Field
Board Member Imelda Golik
Board Member Scott Mears
Board Member Rick Ransom
Board Member Scott Vincent***

THE BUILDING STANDARDS APPEALS BOARD WELCOMES YOU TO COUNCIL CHAMBERS, LOCATED AT CITY HALL, 2600 FRESNO STREET, FRESNO, CALIFORNIA 93721.

PUBLIC PARTICIPATION – Any interested person may appear at the public hearing and present written testimony or speak in favor or against the matters scheduled on the agenda. Public participation during Building Standards Appeals Board meetings is always encouraged and can occur by attending a meeting in the Council Chambers, City Hall, 2nd Floor, 2600 Fresno Street, Fresno, CA 93721. When called to speak during a meeting, you may approach the speaker podium upon the Chair’s call for public comment.

All public speakers will have up to 3 minutes to address the Board pursuant to Rule No. 13 of the Building Standards Appeals Board Bylaws (available in the City Clerk’s Office).

SUBMIT DOCUMENTS / WRITTEN COMMENTS –

1. E-mail – Agenda related documents and comments can be e-mailed to the Planning & Development Department. Unless otherwise required by law to be accepted by the City at or prior to a Board meeting or hearing, no documents shall be accepted for Board review unless they are submitted to the Planning and Development Department at least 24 hours prior to the commencement of the Board meeting at which the associated agenda item is to be heard. All comments received at least 24 hours prior will be distributed to the Building Standards Appeals Board prior and during the meeting and will be a part of the official record, pursuant to Article 4 (3).

- a. Email comments to Building.Appeals@fresno.gov.**
- b. Emails should include the agenda date and item number you wish to speak on in the subject line of your email. Include your name and address for the record, at the top of the body of your email.**

VIEWING BOARD MEETINGS (non-participatory) – For your convenience, there are ways to view Building Standards Appeals Board meetings live:

- 1. Cable Television: Comcast Channel 96 and AT&T Channel 99**
- 2. Participate Remotely via Zoom:**

https://fresno.zoomgov.com/webinar/register/WN_z_mWC3uyQTS-hdu-C946fg

- a. The above link will allow you to register in advance for remote participation in the meeting via the Zoom platform. After registering, you will receive a confirmation email containing additional details about joining the meeting.**

Should any of these viewing methods listed above experience technical difficulties, the Board meeting will continue uninterrupted. Board meetings will only be paused to address verifiable technical difficulties for all users participating via Zoom or in the Chambers.

The City of Fresno's goal is to comply with the Americans with Disabilities Act (ADA). Anyone requiring reasonable ADA accommodations, including sign language interpreters, or other reasonable accommodations such as language translation, should contact the office of the City Clerk at (559) 621-7650 or clerk@fresno.gov. To help ensure availability of these services, you are advised to make your request a minimum of 48 hours prior to the scheduled meeting.

I. ROLL CALL

Director Clark called the meeting to order at 1:01 p.m.

Also present were Ashley Atkinson, Eric Frampton, Jenny Araiza-Chavez, Kari Camino, Amanda Freeman (CAO) and Daniel Casas (CAO).

Present: 4 - Board Member Daniel Field
Chair Imelda Golik
Board Member Rick Ransom
Vice Chair Scott Vincent

Absent: 1 - Board Member Scott Mears

II. PLEDGE OF ALLEGIANCE

1:02 p.m.

III. PROCEDURES

1:02 p.m.

Director Clark read the procedures aloud and gave a brief overview on how to use the technology on the dias.

IV. AGENDA APPROVAL

1:06 p.m.

Director Clark reported no changes to the agenda.

On motion of Board Member Ransom, seconded by Board Member Field, the AGENDA was APPROVED. The motion carried by the following vote:

Aye: 4 - Field, Golik, Ransom and Vincent

Absent: 1 - Mears

V. CONSENT CALENDAR

1:07 p.m.

On motion of Board Member Vincent, seconded by Board Member Golik, the CONSENT CALENDAR was APPROVED. The motion carried by the following vote:

Aye: 4 - Field, Golik, Ransom and Vincent

Absent: 1 - Mears

- V-A** [ID 25-1652](#) Consideration and Adoption of the City of Fresno Building Standards Appeals Board Meeting Schedule for Calendar Year 2026

VI. REPORTS BY BOARD MEMBERS

1:07 p.m.

Director Clark provided clarification on the purpose of the 'Reports by Board Members' agenda item, noting that it serves as a forum for addressing significant matters and sharing additional information regarding upcoming meetings.

VII. CONTINUED MATTERS

1:08 p.m.

None

VIII. NEW MATTERS

- VIII-A** [ID 25-1653](#) Election of the Building Standards Appeals Board Chairperson and Vice Chairperson

On motion of Board Member Golik, seconded by Board Member Ransom, to elect Imelda Golik as Chair. The motion carried by the following vote:

Aye: 4 - Field, Golik, Ransom and Vincent

Absent: 1 - Mears

On motion of Board Member Vincent, seconded by Board Member Field, to elect Scott Vincent as Vice Chair. The motion carried by the following vote:

Aye: 4 - Field, Golik, Ransom and Vincent

Absent: 1 - Mears

VIII-B [ID 25-1654](#) Workshop: Overview of the Role of the Building Standards Appeals Board and Applicable Open Meeting Laws

1:11 p.m.

Board Member Vincent left Council Chambers at 1:15 p.m. and returned at 1:21 p.m.

Amanda Freeman, Special Assistant City Attorney delivered a presentation on the Brown Act and provided an overview of ethics. She explained the key provisions of the Brown Act, including its applicability and the requirement that meetings be conducted publicly. In addition, she outlined the role and purpose of the Building Standards Appeals Board.

IX. REPORT BY SECRETARY

1:41 p.m.

Frampton informed the Board that the December 16th meeting would be cancelled as there are no items. Stated By-laws would be available for review and heard at the January meeting.

X. SCHEDULED ORAL COMMUNICATIONS

1:42 p.m.

None

XI. UNSCHEDULED ORAL COMMUNICATIONS

1:42 p.m.

None

XII. ADJOURNMENT

Chair Golik adjourned the meeting at 1:43 p.m.