

## COMMUNITY DEVELOPMENT DEPARTMENT

# MEMO

September 2, 2020

**To:** City Council

**From:** Marlin Eckhoff, Building Official *M.E.*

**Subject:** Re-appoint Justin Jenison and Victor Updike to another 4 year term on the board of appeals.

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### **BACKGROUND / DISCUSSION**

The Board of Appeals is comprised of 5 members that hear appeals from anyone that wants to appeal a decision made by the Building Official, and for things such as adopting new building codes and things of that nature.

Justin Jenison and Victor Updike have been members of this board since 2016. Their terms have recently expired and they are both requesting to be appointed for another 4 year term.

I recommend that you reappoint both Justin and Victor to another 4 year term as they are very experienced in the building field and have proven to be an asset to the board.

## Marlin Eckhoff

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**From:** Vic Updike <vic.updike68@gmail.com>  
**Sent:** Wednesday, September 2, 2020 6:03 AM  
**To:** Marlin Eckhoff  
**Subject:** Re: Board of Appeals

Hey Marlin,  
I would be willing to serve another term.  
Thanks!  
Vic

On Tue, Sep 1, 2020 at 6:41 PM Marlin Eckhoff <MECKHOFF@ci.craig.co.us> wrote:

Hello Victor,

Hope all is going well, your term on the Board of Appeals has expired. It would be great if you could serve another 4 year term.

If you do, could you please send me an email stating that you would like to serve another 4 year term. If I could get that by Thursday of this week, then I could get it on next weeks council meeting for approval.

Because it looks like we will be having a BOA meeting the end of this month. I will be sending out another email with the proposed date and information.

## Marlin Eckhoff

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**From:** Justin Jenison <jenisoncustombuilders@gmail.com>  
**Sent:** Wednesday, September 2, 2020 9:44 AM  
**To:** Marlin Eckhoff  
**Subject:** Re: Board of Appeals

Marlin,  
Yes I would be willing to serve on the BOA for another 4 years. Yes this date and time works for me.  
Justin

On Tue, Sep 1, 2020 at 6:48 PM Marlin Eckhoff <MECKHOFF@ci.craig.co.us> wrote:

Hello BOA members,

We will be having a BOA meeting the end of this month. I am proposing to have it on Monday, September 28<sup>th</sup>, at 6:00 p.m.

Could everyone let me know if that looks like it will work for them or not. If it won't work for some of you, then I can try to schedule a different time

I will be sending out an information packet prior to the meeting.

Thank you for your time.