

## **MINUTES**

### **COMBINED CONSTRUCTION CODE BOARD OF APPEALS AND REVIEW**

January 26, 2018

The Combined Construction Code Board of Review and Appeals meeting convened in the conference room at the Public Works facility at 3:05 P.M. by Mike McGee, Building Official, City of Davenport. Present for the meeting were Duane Green, Darren Guffy, Todd Staack, Andrew Dasso, Gary Trees, Jason Kauzlarich, Jake Ralfs and John Claeys. Horace Peebles and Frank Ehrecke were absent.

McGee presented the Board members with the duties and responsibilities of the Board members and the operation of the Board and meetings. "Open Meeting" requirements and procedures were briefed.

Code reference material availability was discussed.

A Board Chairman will be chosen at the next meeting where all Board members should be present. The Board Chairman will appoint one of the members to take minutes at the meetings.

Meeting adjourned at 3:40 P.M.

Respectfully Submitted,

John Claeys, Acting Secretary