CALL TO ORDER – 5:16 p.m.

ROLL CALL - All Present

PRESENT: Warren Neiman – Chair
Jamie Rothman
Ed Peaser
Scott Rothman
Milan Kesic
Marcy Kostewa

STAFF: Michael Clack

A formal roll call was conducted confirming members present as stated above.

1. Approval of Meeting Minutes
   *a. Review Minutes: May 19, 2016. A vote is required.
       Ed Peaser made the motion to approve the meeting minutes.
       Scott Rothman – second the motion.
       The motion carried with a vote of 5-0
       Ed Peaser made the motion to approve the meeting minutes.
       Scott Rothman – second the motion.
       The motion carried with a vote of 5-0

* Note: These are summary action minutes only. A complete copy of the meeting audio is available on the Building Advisory Board of Appeals page on ScottsdaleAZ.gov, search “Building Advisory Board of Appeals”
2. **Election of Officers.**
   a. The charter requires the election of officers at the first (1st) meeting of the year. The election shall consist of a chair and a vice-chair. All board members are eligible for election. A vote is required.

   **Jamie Rothman nominated Ed Peaser for Chair**
   **Scott Rothman - second**
   The motion carried with a vote of 5-0

   **Ed Peaser nominated Warren Neiman for Vice Chair**
   **Scott Rothman – second**
   The motion carried with a vote of 5-0

3. **Ethics Training**
   a. In compliance with SRC, chapter 2, Article II, Division 3, Section 2-48, Ethics Policy, this board must complete their annual Ethics training by reviewing the Ethics video via a link provided by the City Attorney. This link was sent to Board members December 13, 2016. The original, signed Ethics Training forms will be delivered to the City Clerk no later than January 31, 2017.

   b. In Accordance with SRC, Chapter 2, Article II, Division 3, Section 2-49, Conflicts of interest, Subsection (f), Personal Disclosure, the signed originals were/will be delivered to the City Clerk prior to the January 19th meeting. 2-49 (f) requires the original, signed forms be submitted by board or commission members before participating in her or his first meeting and before January 31st, 2017.

4. **Annual Report**
   a. The council requires all city boards and commissions to submit an annual report in a brief format. The council office produced a standardized form for these reports. The [BABA annual report for 2016](#) is included in all board member packets. A vote is required.

   **Warren Neiman made the motion to approve.**
   **Jamie Rothman – second the motion.**
   The motion carried with a vote of 5-0

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Public Comment
Citizens may address the members of the Building Advisory Board of Appeals during Public Comment. This “Public Comment” time is reserved for citizen comments regarding non-agendized items. However, Arizona State law prohibits the Building Advisory Board of Appeals from discussing or taking action on an item that is not on the prepared agenda.

Rick Legrand
Suggested directional signs up front to meeting.

Adjournment - 6:18 pm

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