June 15, 2022

(2:00 p.m.)

**Meeting Minutes**

**Council Members Boylan & White Noticed Meeting**

**Meeting Date** June 6, 2022

**Topic:**  Development Services Department Challenges and Updates

**Location:** Lynwood Roberts Room, 1st Floor, City Hall

**Zoom ID:** Not Available

**Attendance:** Council Member Michael Boylan (District 6), Council Members, Council Member Randy White (District 12), Bill Killingsworth (Planning & Development), and Sonia Johnson (District 6 ECA).

***Please refer to Attendance Sheet for a complete listing of meeting attendees.***

**Convened:** 2:00 p.m.

**Councilman Boylan** - welcomed all, and introduction were made.

He discussed the intent of the meeting is to help get feedback on a couple of recent customer service issues involving the application process and wants to understand the steps/procedures involved regarding the Planning department given the growth in NEFL, what is being done in terms of expediting the process, and is there budget to increase staff?

**Randy White** – stated that he was looking for the same element of understanding and will discuss further when substantial changes are in place.

**Bill Killingsworth –** responded that the applications are taken in electronically 24/7 and are slowing down to around 800 at the moment. The department is meeting statutory deadlines, meets with zoning and concurrency monthly to assess the requirements & concerns of each application. Currently he has been losing employees that have gone to the private sector and they cannot compete with that monetarily, he also has a vacant landscape architect position and is investing the use of private providers for landscape review.

**Jessie Spradley -** concurred that landscape is the biggest problem for NEFBA, otherwise they are not experiencing any other delays.

**Joshua Gideon –** offered that the number of reviews are getting below 300 which is making progress.

**CM Boylan –** Thanked all for participating and stated that he understands the course of action required.

**Meeting Adjourned:** 2:20 p.m.

**The written minutes for this meeting are only an overview of what was discussed.**

**Minutes:** Sonia Johnson – Complete on June 15, 2022

**Attached:** MeetingNotice, Minutes**,** and Sign-in Sheet – Submitted to Legislative Services Department

**cc:** Council Members and Staff

Margaret “Peggy” Sidman, Director/Council Secretary

Merriane Lahmeur, Chief, Legislative Services Division

Yvonne Mitchell, Chief, Administrative Services Division

Jeff Clements, Chief, Research Division

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