



**DEPARTMENT OF PERMITTING SERVICES  
ADVISORY COMMITTEE MEETING  
NOVEMBER 20, 2025, 4:30 PM**

**Committee Members' Present:**

Arquilla Ridgell

Paul Lauria

David Merrick

Rexie Fernando

Debra Wylie

Sean Soboloski

Mark Rittenburg

Sharon Wilder

Neil Blanc

Steven Karr

**Members Not Present:**

Leonard Newman

**Ex-Officio Members Present:**

Karem Carpio

Carmen Potter

Tamika Graham

Rebecca Torma

**Staff Present:**

Linda Kobylski

Leah Ortiz

Gail Lucas

Rabbiah Sabbakhan

Ehsan Motazed

**Others in Attendance:**

None

## **Meeting Minutes Agenda Items**

Roll Call; Approve Previous Minutes; Approve 2026 Meeting Schedule; Recommendations for Committee Chair and Co-Chair

## **Business Meeting Minutes**

### **Staff Updates**

The department's Five-Year Strategic Plan is nearly complete. The Committee will receive a draft copy for review and input. A group discussion is planned for the January meeting.

Permit System - Infor Update

Ideas to maximize the Committee's assistance to DPS, including code adoption and fee structure, were discussed. An AI-generated list of suggestions was reviewed.

Code Adoption - NEC leapfrog to 2026

### **New Business**

The department's FY27 budget was discussed. The Committee is open to drafting a letter in support of the proposed budget initiatives.

### **Old Business**

None

### **Open Discussion**

The group briefly discussed the permitting process for drug treatment facilities in residential neighborhoods.

### **Adjournment**

The meeting adjourned at 5:45 p.m.