



MAYOR & COUNCIL COMMUNICATION

DATE: July 7, 2015
REGULAR
ITEM # 18

AGENDA ITEM: Proposed Services to Assist in Code Enforcement

SUBMITTED BY: Rick Chase, Building Official

THROUGH: Dean Zuleger, City Administrator

REVIEWED BY: Kyle Klatt, Community Development Director

SUGGESTED ORDER OF BUSINESS:

- Introduction of Item City Administrator
- Report/Presentation.....City Administrator
- Questions from Council to Staff..... Mayor Facilitates
- Call for Motion Mayor & City Council
- Discussion..... Mayor & City Council
- Action on Motion..... Mayor Facilitates

POLICY RECCOMENDER: Staff

FISCAL IMPACT: Staff estimates that the cost of proposed survey work to be \$1,500 from the general fund.

SUMMARY AND ACTION REQUESTED:

The City has been engaged in an ongoing inspection of a property complaint at 8085 Hill Trail North. In order to evaluate the merits of the complaint, it is necessary to conduct a survey of the property to accurately establish the location of the parcel boundaries. The requested expenditure from the general fund is to conduct the necessary survey work to move the inquiry forward. The property in question has a history of complaints received by City staff. The recommended motion for the expenditure is as follows:

“Move to authorize the requested survey work related to ongoing code enforcement activities in an amount not to exceed \$1,500.”

BACKGROUND INFORMATION (SWOT):

Strengths – The proposed work will assist in the evaluation of an ongoing code enforcement case that remains unresolved at this time.

Weaknesses – There is cost associated with conducting the survey work needed to further investigate the merits of the ongoing complaints. Staff estimates the cost not to exceed \$1,500.

Opportunities – Completion of the survey work will provide staff the information needed to move the code enforcement case forward. It is staff's goal to utilize the requested information to ultimately bring resolution to the complaints.

Threats- None

RECOMMENDATION: Based on the aforementioned, the staff recommends the City Council authorize the requested survey work in an amount not to exceed \$1,500. The suggested motion is the following:

“Move to authorize the requested survey work related to ongoing code enforcement activities in an amount not to exceed \$1,500.”