



MEMO

To Mayor and City Council
From Kathy Laur, City Administrator
Date December 10, 2019
Re Proposed Ordinance Administrative Citations

Currently, City Staff doesn't have a way to enforce ordinance violations within the community.

If a property complaint is made, the process as it stands, is that a letter is sent to the homeowner if there are ordinance violations. City Ordinance is quoted and the letter states that they are given a certain amount of time to comply. Follow up occurs on the average of two weeks later.

If nothing has changed a second letter is issued. This letter again, states the ordinance they are in violation of and requests compliance within a given amount of time. Follow up occurs once again in a couple of weeks.

If nothing has changed a third letter is issued.

After that staff have no other means of enforcement. In my experience, most resident's that receive this kind of letter comply. However, there are currently two residents in the community that are ignoring the City's request to comply with city ordinance. I've stated to them that the City is willing to work with them and to give us a call. I've received nothing. One of the residents hasn't put a fence around their swimming pool. This is something that should have been caught as the pool was being installed, but somehow it slipped through the cracks.

Attachment

A redlined version of a similar ordinance from the LMC and the proposed ordinance from City Attorney Andrew Biggerstaff.

Staff Recommendation

That we have a conversation about this that includes Andrew

Council Action Requested

That we move forward with the proposed ordinance for the January 14, 2020 City Council meeting.