



## Code Enforcement Committee

Minutes of  
February 29, 2016 Meeting

**Members present:** Peter Kwon (Chair), Pam Fernald, Rick Forschler

**Staff:** City Manager Donny Payne; Planning Manager Steve Pilcher;  
Economic Development Manager Jeff Robinson; Code Compliance  
Program Coordinators Heidi Skinner and Cortlee Harris; Assistant  
City Attorney Julia Yoon; City Attorney Mary Mirante Bartolo

### 1. Call to Order

Chair Peter Kwon called the meeting to order at 5:02 p.m.

### 2. Public Comment

Comments were received from Doris Moe, Michael Kovacs and DeDe McAllister.

### 3. Overview of Code Compliance program

Planning Manager Steve Pilcher reviewed a PowerPoint presentation of past and current efforts of the code compliance program. The basic code compliance process was reviewed, as were the status of various initiatives.

### 4. Review of Difficult cases

Ten of the most challenging code complaints were reviewed, including what staff has found to be roadblocks to resolution.

### 5. Committee action

At the conclusion of discussion, the Committee requested staff to:

- Identify priority violations to resolve
- Identify whether issues can be resolved with currently available tools
- Identify any potential additional tools that may be needed
- Identify desirable code amendments (e.g., increase amount of citations; addressing repeat violators, etc.)
- Identify additional resources that would help with provided more rapid response and resolution to complaints

### 6. Adjournment

The meeting was adjourned at 7:12 p.m.