



March 2, 2018

To: Randy McCaslin, Deputy City Manager

From: Michael E. McNair, Director of Community Development & Housing

Subject: Code Enforcement Activity Report for February 2018

This report serves to summarize Code Enforcement activity for the month of February. During this period, staff processed 21 new minimum housing complaints (293 minimum housing cases are currently active); 29 new public nuisance complaints (40 public nuisance cases are currently active) and collected 372 signs during the month of February. Additionally:

- The backlog of minimum housing cases from the old system dropped from 270 (from May 2016) to 13 by the end of February.
- The 30 zoning complaints recorded during the month were the most received this fiscal year.
- Local Code Enforcement Staff worked Saturday 2/17/18 and collected 74 signs. The large increase in signs collected is seasonal.
- With the coming of Spring, Public Nuisances are expected to increase substantially.
- Demolition update:
 - 4 houses demolished by the City
 - 5 houses with contracts out waiting for demolition
 - 3 houses out for asbestos inspection
 - 2 houses out for asbestos abatement
 - 4 houses waiting for appeal time to be up to move to demolition process

We have two vacant Local Codes Enforcement Officer positions to fill. Interviews for the first vacant Local Codes Enforcement Officer position were completed in November. Unfortunately, the successful applicant rescinded his acceptance of the job offer after receiving a promotion from his employer. We have recently lost a second LCE due to an advancement opportunity. We will restart our search to fill the vacancy as soon as possible. Please see the attachments containing a table summarizing detailed activity, a map showing the geographic distribution of complaints and sample pictures.

Local Codes Enforcement Montly Activity									
		Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18
1. Minimum Housing									
	a. Minimum Housing Complaints	49	48	39	42	30	33	43	21
	b. Active Minimum Housing Cases	272	263	273	291	N/A	306	304	293
	c. Active Backlog Cases (270 original)	50	41	33	24	24	21	17	13
	d. Cases Taken Before City Council								
	i. For Demolition	3	3	5	2	8	2	4	3
	e. City Demolished Houses	1	3	1	0	0	5	0	4
2. Public Nuisance									
	a. Public Nuisance Complaints (incl. unsecured dwellings)	178	122	72	72	30	29	13	29
	b. Active Public Nuisance Cases	235	145	181	130	N/A	71	36	40
	c. City abated PN Cases	97	75	92	43	8	17	15	2
	d. Owner abated PN Cases	158	172	108	102	51	27	35	19
3. Zoning									
	a. Zoning Complaints (Vehicles, Signs, Banners)	22	26	15	23	16	8	12	30
	b. Signs collected	175	79	262	165	164	41	128	372

Code Enforcement Activity February 2018













