



## Cover Memorandum/Staff Report

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**File #:** 21-1248

**Agenda Date:** 12/7/2021

**Item #:** 7.B.

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**TO:** Mayor and Commissioners  
**FROM:** Katterri Johnson, City Clerk  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** December 7, 2021

### NOMINATION FOR APPOINTMENT TO THE CODE ENFORCEMENT BOARD

#### **Recommended Action:**

Motion to approve the nomination for an appointment of one (1) regular member to serve on the Code Enforcement Board for an unexpired term ending January 14, 2024.

#### **Background:**

There is a vacancy on the Code Enforcement Board due to the resignation of Ms. Nicole Fontaine. An appointment is needed for one (1) regular member to serve an unexpired term ending January 14, 2024.

All members of the Code Enforcement Board must be residents of the City or own property in the City and/or own a business within the City. Appointments to both regular and alternate member seats shall be based on experience or interest in the fields of zoning and building control. The regular and alternate members of the Board shall, whenever possible, include an architect, a businessperson, an engineer, a general contractor, a subcontractor, and a realtor.

The following individuals have submitted applications and would like to be nominated for an appointment:

(See Exhibit "A" attached)

A check for code violations and/or municipal liens was conducted. None were found. Voter registration verification was completed, and all are registered.

Based on the rotation system, the nomination for an appointment for one (1) regular member to serve an unexpired term ending January 14, 2024, will be made by Mayor Petrolia (Seat# 5).