



## Cover Memorandum/Staff Report

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**File #:** 21-107

**Agenda Date:** 2/9/2021

**Item #:** 7.E.

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**TO:** Mayor and Commissioners  
**FROM:** Katerri Johnson, City Clerk  
**THROUGH:** Jennifer Alvarez, Interim City Manager  
**DATE:** February 9, 2021

### NOMINATION FOR APPOINTMENT TO THE CODE ENFORCEMENT BOARD

#### **Recommended Action:**

Motion to approve the nomination for an appointment for one (1) alternate member to serve on the Code Enforcement Board for an unexpired term ending January 14, 2022.

#### **Background:**

There is a vacancy due to the Mr. Michael Schiff being appointed to a regular member seat. The term is an unexpired, ending January 14, 2022. Nomination for an appointment is needed for one (1) alternate member to serve an unexpired term ending January 14, 2022.

All members of the Code Enforcement Board must be residents of the City. Appointments to both regular and alternate member positions shall be based on experience or interest in the fields of zoning and building control. The regular and alternate member 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 municipal liens was conducted. None were found. Voter registration verification was completed, and all are registered.

Based on the rotation system, the nomination for appointment for one (1) alternate member to serve an unexpired term ending January 14, 2022, will be made by Mayor Petrolia (Seat #5).