



MINUTES

Code Enforcement Board Meeting
City Council Chambers – 625 Swift Blvd
Tuesday, December 10, 2024 ~ 6:00 p.m.

This document is a summarized version of the Code Enforcement Board proceedings. The minutes are paraphrased, not verbatim. Access to an electronic audio recording of the meeting is available upon request.

CALL TO ORDER

Chair White called the meeting to order at 6:01 p.m.

ROLL CALL

MEMBERS PRESENT:

Skye White, Chair
Eric Bostrom, Member
Todd Samuel, Member
Jenna Coddington, Member

ABSENT:

Ragan Faylor, Vice Chair

ALSO IN ATTENDANCE:

Jamie Williams, Code Enforcement Officer
Stephanie Dorko, Code Enforcement Officer
Heidi Glasen, Code Enforcement Officer
Kurt Maier, Council Liaison
Christopher Hager

APPROVAL OF AGENDA

1. Member Coddington motioned to approve the December 10, 2024 meeting agenda. Member Bostrom seconded the motion. The motion carried 4-0.

PUBLIC COMMENTS

Mr. Hager asked for a status update on his complaint regarding 1501/1503 Johnston Avenue. Code Officer Dorko advised that the case was forwarded to Development Services this summer since this case involves permitting. Council Liaison Maier advised that he would speak with the City Manager regarding this complaint.

APPROVAL OF MINUTES

2. Member Coddington motioned to approve the minutes of the November 12, 2024 meeting of the Code Enforcement Board as presented. Member Bostrom seconded the motion. The motion carried 4-0.

COMPLIANCE HEARINGS / ADMINISTRATION OF OATHS

Chair White began the hearing process by administering the oaths to all City staff, defendants and witnesses that will be participating in the hearings and called the first case to be heard.

3. **20240652**
Location of Violations: 1929 Everest Avenue, Richland, WA 99354
Mailing Address: Same
Description of Violations: RMC 10.06.030 Inoperable Vehicle Storage
Notice of Civil Violation Issued: November 18, 2024
Robert Maxey Sr.

CASE REPORT: Stephanie Dorko, Code Enforcement Officer, presented the facts of the case and responded to questions from the Code Enforcement Board. Respondent was not present.

RECOMMENDATION: Compliance has been met. Code Enforcement staff recommends assessment of a monetary penalty in the amount of \$50 for the issuance of the Notice of Civil Violation (Exhibit 1).

CODE BOARD DECISION: Member Bostrom motioned to enter a default order affirming the violation identified in the City’s Notice of Civil Violation, imposing a monetary penalty of \$50 for the issuance of the Notice of Civil Violation as compliance has been met. Member Coddington seconded the motion. Motion carried 4-0.

4.

20240379

Location of Violations:
Mailing Address:
Description of Violations:

909-911 Benham Avenue, Richland, WA 99352
721 Redwood Lane, Richland, WA 99354
RMC 10.04.030(C) Accumulation of Garbage, RMC 10.04.040(G) Household Items and Vehicle Parts, RMC 10.04.040(P) Grass & Weeds

Notice of Civil Violation Issued: November 26, 2024
- Taylor & Jacqueline Knipp**

CASE REPORT: Heidi Glasen, Code Enforcement Officer, presented the facts of the case and responded to questions from the Code Enforcement Board. Respondent was not present.

RECOMMENDATION: Compliance has been met. Code Enforcement staff recommends assessment of a monetary penalty in the amount of \$50 for the issuance of the Notice of Civil Violation (Exhibit 1).

CODE BOARD DECISION: Member Coddington motioned to enter a default order affirming the violation identified in the City’s Notice of Civil Violation, imposing a monetary penalty of \$50 for the issuance of the Notice of Civil Violation as compliance has been met. Member Bostrom seconded the motion. Motion carried 4-0.

EXECUTION OF ORDERS:
Chair White requested that the City please hand up the Orders from tonight’s hearings for execution.

CONTINUED CASES / OLD BUSINESS:

4.

20240891

Location of Violations:
Mailing Address:
Description of Violations:

2035 George Washington Way, Richland, WA 99354
Same
RMC 10.04.030(C) Accumulation of Garbage, RMC 10.04.040(G) Household Items and Vehicle Parts, RMC 10.06.030 Inoperable Vehicle Storage

Notice of Civil Violation Issued: October 11, 2024
- Jessica Bolyard**

Code Officer Dorko advised that the property was inspected on December 9 and found to be not in compliance. The \$1,500 held in abeyance from the initial fine from the November meeting will be invoiced this month.

NEW / OTHER BUSINESS:
There will be no Code Board meeting in January 2025.

ADJOURNMENT:
Chair White adjourned the meeting at 6:29 p.m.

APPROVED this 11th day of February 2025.

A handwritten signature in black ink, appearing to read 'Skye White', written over a horizontal line.

SKYE WHITE, Chairman

ATTEST:

A handwritten signature in black ink, appearing to read 'Bunnie Avery', written over a horizontal line.

Bunnie Avery, Administrative Assistant II

Certificate Of Completion

Envelope Id: 5E5FF10B-D305-4784-B675-07452A406A7A

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Skye White

skyecamille@gmail.com

Security Level: Email, Account Authentication
(None)

Signature Adoption: Drawn on Device
Using IP Address: 50.35.23.234
Signed using mobile

Sent: 2/24/2025 1:26:31 PM

Viewed: 2/24/2025 1:28:22 PM

Signed: 2/24/2025 1:29:05 PM

Electronic Record and Signature Disclosure:

Accepted: 2/24/2025 1:28:22 PM

ID: 8c79ddb2-7d89-4a24-8859-53716c4224d0

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

2/24/2025 1:26:31 PM

Certified Delivered

Security Checked

2/24/2025 1:28:22 PM

Signing Complete

Security Checked

2/24/2025 1:29:05 PM

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	2/24/2025 1:29:05 PM
Payment Events	Status	Timestamps
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