



MINUTES

Code Enforcement Board Meeting
City Council Chambers – 625 Swift Blvd
Tuesday, February 11, 2025 ~ 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 6:00 p.m.

ROLL CALL

MEMBERS PRESENT:

Skye White, Chair
Ragan Faylor, Vice Chair
Eric Bostrom, Member
Todd Samuel, Member
Jenna Coddington, Member

ALSO IN ATTENDANCE:

Jamie Williams, Code Enforcement Officer
Stephanie Dorko, Code Enforcement Officer
Heidi Glasen, Code Enforcement Officer
Kurt Maier, Council Liaison
Nick Mutrux, Staff Liaison
Robert Edward Maxey
Kyle Stoddard
Jessica Bolyard
Taylor Knipp
Tina Bogart

APPROVAL OF AGENDA

1. Staff Liaison Mutrux requested to add Election of Chair and Vice Chair to New Business section of the February 11, 2025 agenda. Member Coddington motioned to approve the February 11, 2025 meeting agenda with the addition of the new business item. Vice Chair Faylor seconded the motion. The motion carried 5-0.

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

2. Vice Chair Faylor motioned to approve the minutes of the December 10, 2024 meeting of the Code Enforcement Board as presented. Member Samuels seconded the motion. The motion carried 5-0.

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. | 20250018 | Taylor & Jacqueline Knipp |
| | Location of Violations: | 2100 Pullen Street, Richland, WA 99354 |
| | Mailing Address: | Same |

Description of Violations: RMS 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: January 10, 2025

CASE REPORT: Stephanie Dorko, Code Enforcement Officer, presented the facts of the case and responded to questions from the Code Enforcement Board. Respondent was present to present their case and respond to questions from the Code Board.

RECOMMENDATION: Compliance has not been met. Code Enforcement staff recommends assessment of a monetary penalty in the amount of \$2,000 for the issuance of the repeat Notice of Civil Violation (Exhibit 1). For compliance to be met remove all household items including furniture and dispose of or store. Remove all building materials, unsecured fencing, wood, pipes, metal, trash, tarps and debris, and dispose of or store. Demonstrate that all vehicles on the property are operable under their own power or store in accordance with the Richland Municipal Code. If correction of the violation has not occurred March 9, 2025, the city may proceed with abatement.

CODE BOARD DECISION: Member Coddington motioned to find the respondent in violation of the Richland Municipal Code as cited in the repeat Notice of Civil Violation. Member Bostrom seconded the motion. The motion carried 5-0.

Vice Chair Faylor motioned to impose a monetary penalty in the amount of \$2,000 for the repeat Notice of Civil Violation as compliance has not been met. For compliance to be met remove all household items including furniture and dispose of or store. Remove all building materials, unsecured fencing, wood, pipes, metal, trash, tarps and debris, and dispose of or store. Demonstrate that all vehicles on the property are operable under their own power or store in accordance with the Richland Municipal Code. If correction of the violation has not occurred March 9, 2025, the city may proceed with abatement. Member Samuel seconded the motion. Motion carried 5-0.

4. 20250070 Taylor & Jacqueline Knipp
 Location of Violations: 909-911 Benham Avenue, Richland, WA 99352
 Mailing Address: 2100 Pullen Street, Richland, WA 99354
 Description of Violations: 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: January 21, 2025

CASE REPORT: Stephanie Dorko, Code Enforcement Officer, presented the facts of the case and responded to questions from the Code Enforcement Board. Respondent was present to present their case and respond to questions from the Code Board.

RECOMMENDATION: Compliance has not been met. Code Enforcement staff recommends assessment of a monetary penalty in the amount of \$2,000 for the issuance of the repeat Notice of Civil Violation (Exhibit 1). For compliance to be met remove all trash, plastic bags, buckets, tarps, debris and unstacked building materials and store or dispose. Remove all household items and vehicle parts including furniture from the front yard and store or dispose. Demonstrate all vehicles on the property including the white GMC with Oregon plate 529EKY are operable under their own power or store in accordance with the Richland Municipal Code. If correction of the violation has not occurred March 9, 2025, the city may proceed with abatement.

CODE BOARD DECISION: Vice Chair Faylor motioned to find the respondent in violation of the Richland Municipal Code as cited in the repeat Notice of Civil Violation. Member Bostrom seconded the motion. The motion carried 5-0.

Member Coddington motioned to impose a monetary penalty in the amount of \$1,000 for the repeat Notice of Civil Violation as compliance has not been met. For compliance to be met remove all trash, plastic bags, buckets, tarps, debris and unstacked building materials and store or dispose. Remove all household items and vehicle parts including furniture from the front yard and store or dispose. Demonstrate all vehicles on the property including the white GMC with Oregon plate 529EKY are operable under their own power or store in accordance with the Richland Municipal Code. If correction of the violation has not occurred March 9, 2025, the city may proceed with abatement. Member Bostrom seconded the motion. Motion carried 4-1.

5.

20240891

Location of Violations:

Mailing Address:

Description of Violations:

Notice of Civil Violation Issued: January 13, 2025

Lynnette Jagoda

2035 George Washington Way, Richland, WA 99354

900 Rolling Meadow Drive, Lavon, TX 75166

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

CASE REPORT: Jamie Williams, 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 not been met. Code Enforcement staff recommends assessment of a monetary penalty in the amount of \$4,000 for the issuance of the repeat Notice of Civil Violation (Exhibit 1). For compliance to be met remove all trash, including plastic buckets, dilapidated fence, all tarps and containers throughout the property and in the trailer bed. Remove and properly store all household items including totes, ice chests, and household furniture throughout the property and in the trailer bed. Demonstrate that the white minivan on the driveway is operable under its own power or store in accordance with the Richland Municipal Code. If correction of the violation has not occurred by March 9, 2025, the city may proceed with abatement.

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 \$4,000 for the issuance of the repeat Notice of Civil Violation as compliance has not been met. For compliance to be met remove all trash, including plastic buckets, dilapidated fence, all tarps and containers throughout the property and in the trailer bed. Remove and properly store all household items including totes, ice chests, and household furniture throughout the property and in the trailer bed. Demonstrate that the white minivan on the driveway is operable under its own power or store in accordance with the Richland Municipal Code. If correction of the violation has not occurred by March 9, 2025, the city may proceed with abatement. Member Samuel seconded the motion. Motion carried 4-0 with Member Faylor abstaining.

6.

20240891

Location of Violations:

Mailing Address:

Description of Violations:

Notice of Civil Violation Issued: January 13, 2025

Jessica Bolyard

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

CASE REPORT: Jamie Williams, Code Enforcement Officer, presented the facts of the case and responded to questions from the Code Enforcement Board. Respondent was present to present their case and respond to question from the Code Enforcement Board.

RECOMMENDATION: Compliance has not been met. Code Enforcement staff recommends assessment of a monetary penalty in the amount of \$4,000 for the issuance of the repeat Notice of Civil Violation (Exhibit

1). For compliance to be met remove all trash, including plastic buckets, dilapidated fence, all tarps and containers throughout the property and in the trailer bed. Remove and properly store all household items including totes, ice chests, and household furniture throughout the property and in the trailer bed. Demonstrate that the white minivan on the driveway is operable under its own power or store in accordance with the Richland Municipal Code. If correction of the violation has not occurred by March 9, 2025, the city may proceed with abatement.

CODE BOARD DECISION: Member Bostrom motioned to find the respondent in violation of the Richland Municipal Code as cited in the Repeat Notice of Civil Violation. Member Coddington seconded the motion. The motion carried 4-0 with Faylor abstaining.

Member Coddington motioned to impose a monetary penalty in the amount of \$5,000 for the repeat Notice of Civil Violation as compliance has not been met. For compliance to be met remove all trash, including plastic buckets, dilapidated fence, all tarps and containers throughout the property and in the trailer bed. Remove and properly store all household items including totes, ice chests, and household furniture throughout the property and in the trailer bed. Demonstrate that the white minivan on the driveway is operable under its own power or store in accordance with the Richland Municipal Code. If correction of the violation has not occurred by March 9, 2025, the city may proceed with abatement. Member Bostrom seconded the motion. Motion carried 4-0 with Faylor abstaining.

7. 20241324 Jordan & Elizabeth Robinson
 Location of Violations: 932 Tomich Avenue, Richland, WA 99352
 Mailing Address: Same
 Description of Violations: RMC 10.04.040(Q) Dead/Dying Trees
 Notice of Civil Violation Issued: January 16, 2025

CASE REPORT: Jamie Williams, 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 not been met. Code Enforcement staff recommends assessment of a monetary penalty in the amount of \$100 for the issuance of the Notice of Civil Violation (Exhibit 1). For compliance to be met remove the dead/dying tree, the dead birch tree in accordance with the Richland Municipal Code. If correction of the violation has not occurred by March 9, 2025, the city may proceed with abatement.

CODE BOARD DECISION: Vice Chair Faylor motioned to enter a default order affirming the violation identified in the City's Notice of Civil Violation, imposing a monetary penalty of \$100 for the issuance of the Notice of Civil Violation as compliance has not been met. For compliance to be met remove the dead/dying tree, the dead birch tree in accordance with the Richland Municipal Code. If correction of the violation has not occurred by March 9, 2025, the city may proceed with abatement. Member Bostrom seconded the motion. Motion carried 5-0.

8. 20241737 Thomas & Ashley Henry
 Location of Violations: 709 Snow Avenue, Richland, WA 99352
 Mailing Address: Same
 Description of Violations: RMC 10.04.030 (C) Accumulation of Garbage, RMC 10.04.040(G) Household items and Vehicle Parts
 Notice of Civil Violation Issued: January 13, 2025

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 \$1,000 for the issuance of the Notice of Civil Violation (Exhibit 1 abatement.

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 \$1,000 for the issuance of the Notice of Civil Violation as compliance has been met. Member Samuel seconded the motion. Motion carried 5-0.

9. 20241211 Laureen & Ruben Ramirez
Location of Violations: 1608 Lee Blvd, Richland, WA 99352
Mailing Address: Same
Description of Violations: RMC 10.04.040(G) Household items and Vehicle Parts
Notice of Civil Violation Issued: January 9, 2025

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 \$1,000 for the issuance of the Notice of Civil Violation (Exhibit 1 abatement.

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 \$1,000 for the issuance of the Notice of Civil Violation as compliance has been met. Member Samuel seconded the motion. Motion carried 5-0.

EXECUTION OF ORDERS:

Chair White requested that the City please hand up the Orders from tonight's hearings for execution.

CONTINUED CASES / OLD BUSINESS:

None

NEW / OTHER BUSINESS:

10. Election of Chair

Member Coddington motioned to nominate Skye White for Chair. Member Bostrom seconded the motion. No other nominations and motion passed 4-0 with White abstaining.

11. Election of Vice Chair

Vice Chair Faylor motioned to nominate Jenna Coddington for Vice Chair. Member Bostrom seconded the motion. No other nominations and motion passed 4-0 with Coddington abstaining.

ADJOURNMENT:

Chair White adjourned the meeting at 7:58 p.m.

APPROVED this 8th day of April 2025.

ATTEST:


SKYE WHITE, Chairman


Bunnie Avery, Administrative Assistant II

Certificate Of Completion

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Bunnie Avery

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625 Swift Boulevard

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Richland, WA 99352

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

bavery@ci.richland.wa.us

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Administrative Assistant II

City of Richland

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Electronic Record and Signature Disclosure:

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Skye White

skyecamille@gmail.com

Security Level: Email, Account Authentication
(None)

Signature Adoption: Drawn on Device
Using IP Address: 174.224.194.142
Signed using mobile

Sent: 4/9/2025 8:14:20 AM

Viewed: 4/9/2025 8:30:15 AM

Signed: 4/9/2025 8:30:54 AM

Electronic Record and Signature Disclosure:

Accepted: 4/9/2025 8:30:15 AM

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In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

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Agent Delivery Events

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Intermediary Delivery Events

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Carbon Copy Events

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Timestamp

Witness Events

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Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

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Timestamps

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Security Checked

4/9/2025 8:30:15 AM

Signing Complete

Security Checked

4/9/2025 8:30:54 AM

Envelope Summary Events	Status	Timestamps
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Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		