

**STAFF REPORT
COMPOSITION AND SCHEDULE FOR
RESIDENTIAL PROPERTY MAINTENANCE COMMITTEE**

May 8, 2009

At the April 14th City Council meeting, staff was directed to establish an ad hoc committee to develop recommendations to address maintenance code issues for owner-occupied, residential properties. In order to accomplish this task, the staff is seeking Council direction as to the composition of this group.

Staff is recommending that the ad hoc committee be composed of two proponents, two opponents, and four neutral parties. Consequently, the committee will be composed of four persons with an established position and four persons with neutral positions. It is also important that committee members represent various neighborhoods within our community.

Property maintenance forum and focus groups were conducted in early 2009. Approximately 200 citizens indicated that they were interested in future communications and would consider volunteering to help the City address the issue of a property maintenance code for the community's residential neighborhoods. Staff is recommending that we utilize this pool of volunteers to select the eight members of the committee. Persons responding to the online survey indicated whether they were proponents, opponents, or neutral on the subject of residential property maintenance codes.

Many of the survey respondents may have declared their position regarding a property maintenance code prior to attending one of our educational/outreach meetings. Hence, it is possible that their positions have changed. In order to ascertain the volunteers' current position on the subject of residential property maintenance codes for owner-occupied residences, staff is recommending that a second survey be conducted. This survey will help us establish a balanced committee and take into account changes in opinions since responding to the first survey. A second survey will also allow us to ask questions about the level of commitment the volunteers can make. For example, staff anticipates six to eight meetings over a three to four month period.

It is anticipated that the committee will be able to start its work in September of 2009. Due to current staff workloads, the need to ascertain information in order to establish a balanced committee, and the summer vacation season, September appears to be the earliest possible time period to start the committee's work.

Staff would appreciate comments and direction from the Council regarding the suggested composition of the committee, the idea of a second survey, and the proposed schedule. Input regarding how individuals are selected from within the proponent, opponent and neutral groups would also be helpful.