

## MINUTES OF HOUSING APPEALS AND MEDIATION BOARD

**DATE:** March 15, 2022  
**TIME:** 4:30 p.m.  
**PLACE:** City Council Chambers, Historic Federal Building

The meeting was called to order at 4:30 p.m.

|                        |                             |              |               |
|------------------------|-----------------------------|--------------|---------------|
| Board Members Present: | Gil Spence<br>Luke Hoffmann | Mary Gotz    | Lynn Sutton   |
| Housing Staff Present: | Michael Belmont             | Tami Ernster | Alexis Steger |
| Public Present:        | Jeremy Noel                 | Jerry Maro   |               |

### **Approval of Minutes for February 15, 2022**

Luke Hoffman motioned to approve the minutes. Mary Gotz seconded. Motion passed 4-0.

### **Action Items**

**CASE #1** PENALTY FEE REVIEW  
**Applicant:** JNK Properties LLC %Jeremy Noel  
**Location:** 2804½ Central Ave  
**Appeal:** Appellant requests penalty fee review of motel fees

Mike Belmont provided the staff report. He included the code sections that were applicable to this case. Mr. Noel read the letter from his attorney regarding their determination of the end date of the lease. The Board discussed the policy and relayed some confusion as to the City's policy of relocation. They requested that the policy be updated to clarify what is expected of the landlords. They would also like to have the reference to the Iowa Code regarding lease termination added. Gil Spence motioned to deny the appeal based on Staff's correct interpretation of International Property Maintenance Code section 106.5. Mary Gotz seconded. Motion passed 4-0. Luke Hoffmann motioned that the policy be updated to define formally/legally, as well as putting in a process the City Staff will take to contact property owners to inform them of the policy on relocation. Lynn Sutton seconded. Motion passed 4-0.

### **Public Input**

There was no public input.

### **Items from the Board**

Gil Spence asked for more information regarding one of the items on the last meeting. He asked the status of an appeal if the requested deadline was not met. Mike Belmont responded they would receive a notice of violation with a short window to remedy (3 days typically) and then, if not corrected, a municipal infraction would be issued.

Gil Spence also asked for an inspector to check the area at Spruce and University as there appears to be a couple of problem properties near that intersection.

### **Items from Staff**

There are potential legislative changes coming from the State in the Iowa Code that may affect the city's adoption of the International Property Maintenance Code. More information will follow at the next meeting.

**Adjournment**

Lynn Sutton motioned to adjourn the meeting. Luke Hoffmann seconded. Motion passed 4-0.  
The meeting was adjourned at 5:42 pm.

Minutes prepared by:



Tami Ernster  
Permit Clerk

Respectfully submitted:



Michael Belmont  
Code Official