



City Council Work Session Agenda Memo

Crest Hill, IL

Meeting Date: 08/26/2024

Name: Ronald Mentzer, Interim Community & Economic Development Director
Zoe Gates, Administrative Clerk

Department: Community Development

Topic: Update of Chapters 1.20 Administrative Citations, 1.24 Hearing Procedures, and 1.28 Administrative Adjudication of Code Violations of the City Code

Summary: Community Development and the Police Department staff are proposing revisions to the three Chapters of the City Code that govern the City's administrative citations and administrative hearing processes.

These three Chapters have not been updated in at least eleven years. The proposed revisions include updating department names, references to individual positions, and procedure requirements to reflect the current organizational structure, systems and processes, and new software the City utilizes to administer its adjudication hearing processes.

Recommended Council Action: Recommend approval of staff recommended revisions to Chapters 1.20, 1.24, and 1.28 of the City Code.

Financial Impact: N/A

Funding Source:

Budgeted Amount:

Cost:

Attachments: Copies of the proposed ordinances that reflect the staff recommended revisions to Chapters 1.20, 1.24, and 1.28 of the City Code.