

**Hugo Vargas**  
Commissioner

**Kevin Holland**  
Commissioner



**Jackie Ratica**  
Commissioner

**Bobbie Spratt**  
Commissioner

*"The City of Oaks"*

**Julie C. Wilkins**  
Mayor

## Code Enforcement Report

November 2025

**11/01/2025 – 11/30/2025**

During the month of November, Code Enforcement managed a total number of open cases, with twenty-seven new cases opened and seventeen cases closed. Staff issued 37 courtesy notices, 2 compliance notices, and 6 Notices of Violation/Notices of Hearing (NOV/NOH). A total of ten citizen complaints were received and investigated, and staff completed 101 inspections during the reporting period.

Legal activity included 3 hearings, resulting in 1 Finding of Fact and 6 Notices of Continuance. Additionally, thirteen lien searches were completed during the month.

On the safety front, staff held three meetings with Centex to support system coordination and response planning. Panic button badges are now active and in use by employees, and staff continued monitoring and supporting their implementation across City facilities.

In terms of emergency management, the City continued its preparedness efforts, including the distribution of FEMA training to staff to support ongoing readiness and compliance with federal emergency management standards.

Finally, the City Dock recorded 16 reservations during November, generating a total of \$941.76 in revenue. As with previous months, revenue reflects activity completed within the reporting period, with deposits processed weekly and posted one week behind.

Zane Mungillo  
Code Enforcement