

## MEMORANDUM

TO: Mayor and City Council

FROM: Norm Cate, Housing Inspection

DATE: June 7, 2014

RE: University Heights Yearly Rental Inspection Report

This memo is a report of the rental inspection program's FY 2014 inspection activities. Sixty four rental property inspections and eight re-inspections were conducted between June, 2013 and May 2014. Fifteen of those properties were new additions to the rental rolls. As in years past, the most cited violations were old, missing or inoperable smoke alarms and old or discharged fire extinguishers. Life safety items such as improperly vented water heaters, furnaces and dryers, missing or unsecured handrails and guardrails, improperly grounded or inoperable electrical receptacles and tripping hazards were also cited. Repairs were made either during the inspection or in a subsequent re-inspection.

Eight over occupancy complaint inspections were investigated in FY 2014. Two properties, 903 Melrose Ave and 52 Olive Ct. were found to be in noncompliance and occupancy was reduced within thirty days. The other six properties were found to be in compliance.

Other complaints investigated in FY 2014 were; three tall grass complaints; one dead tree complaint; one tree limb in R.O.W complaint; one gravel complaint; two parking complaints; two building without a permit complaints. All those issues found to be in noncompliance were resolved in a timely manner.

I have attended two meetings regarding the possible acquisition of a property data software system that would catalog, track and cross-reference property records electronically such as building permits, electrical permits, plumbing permits, rental permits, complaint notices, zoning board decisions, etc. I think acquisition of such a system will be essential for the City in the coming years.

The following is a list of rental inspections conducted in FY 2014. I look forward to serving you and the City in the coming year.

JUNE 2013 INSPECTIONS:

128 Grandview Ct; 314 Grandview Ct; 412 Grandview Ct; 523 Grandview Ct; 124 Highland Dr.; 395 Koser Ave; 14 George St; 124 Grand Ave

JULY INSPECTIONS:

26 Leamer Ave; 1421 Grandview Ct; 55 Olive Ct; 107 Highland Dr; 14 George; 395 Koser; 368 Koser; 121 Highland Dr; 208 Highland Dr; 513 Grandview Ct;

AUGUST INSPECTIONS:

26 Leamer Ave; 1424 Grand Ave; 100 Highland Dr.

SEPTEMBER INSPECTIONS:

No inspections conducted in September

OCTOBER INSPECTIONS:

225 Koser; 236 Koser; 396 Koser; 425 Koser

NOVEMBER INSPECTIONS:

236 Highland Dr.; 147 Koser Ave; 149 Koser Ave; 217 Koser Ave; 138 Highland Dr; 120 Koser Ave

DECEMBER INSPECTIONS:

30 Koser Ave

JANUARY 2014 INSPECTIONS:

212 Golfview Dr.

FEBRUARY INSPECTIONS:

212 Golfview Dr; 102 Grandview Ct.

MARCH INSPECTIONS:

1124 Melrose Ave; 108 Highland Dr; 11 Glencrest Rd; 1491 Grand Ave.

APRIL INSPECTIONS:

201 Grandview Ct; 202 Grandview Ct; 213 Grandview Ct.; 302 Grandview Ct; 505 Grandview Ct;

506 Grandview Ct. 625 Grandview Ct;

MAY INSPECTIONS:

112 Grandview Ct; 310 Grandview Ct; 406 Grandview Ct; 525 Grandview Ct; 206 Grandview Ct; 211 Grandview Ct; 311 Grandview Ct; 517 Grandview Ct; 527 Grandview Ct; 528 Grandview Ct; 622 Grandview Ct; 411 Grandview Ct; 407 Grandview Ct; 209 Grandview Ct; 313 Grandview Ct; 416 Grandview Ct.

