

City of Dixon
Code Enforcement Board
March 25, 2026

City of Dixon Code Enforcement Board met on March 25, 2026. Attending were Board Chairman Sondra Norman, Board members Stace Poole, Teresa Johnson and Janice Baker, Code Enforcement Officer Chris O'Leary, Mayor Terry Webb, and City Clerk Barb Goff. Also present were residents Julie Moore and Kaylee Moore.

Minutes from the previous meeting were approved on a motion by Mr. Poole, seconded by Ms. Baker, all ayes.

Mr. O'Leary provided a review of the case for MO 41 College, beginning with the original Notice of Violation mailed in June 2025 through communications following receipt of an updated citation notice in March 2026. Mailed communications were sent to the address on record for the property owner as listed with the Webster County PVA. Following no response from the property owner or residents of the property, emergency abatement was completed. The current balance due for the case is \$958.61.

Julie Moore authorized Kaylee Moore to speak on her behalf. Kaylee stated that Jeffrey Moore, owner of the property, lives in Henderson and is the estranged husband of Julie Moore, and that Julie is a "co-owner" on the mortgage for the property. On March 17, 2026, the mortgage company contacted Julie regarding having received the most recent citation notice. Kaylee stated this was the first notice of violation Julie received, and she believes alternative notice methods should have been sought after no response to the mailings. Kaylee stated that Jeffrey Moore works with a professional lawncare service and could have performed the trimming at no charge. If the Board concludes a balance remains due, the Moore's request time to seek hardship assistance programs.

Mrs. Norman informed the Moores there have been several complaints over a long period of time about the overgrowth obstructing traffic on College St. The Code Enforcement Officer followed City Ordinance by notifying the property owner via the address recorded by the PVA. Mrs. Norman reminded that repayment from the property owner for the emergency abatement will be required to satisfy the expense to the City, and advised Julie Moore that either an agreement should be reached today, or she would be welcome to request a hearing of the Board.

Ultimately, Mr. Poole made a motion to authorize a payment plan of half of \$258.61 (the cost of emergency abatement plus postage to notify of such) to be paid within 30 days and the remainder to be paid within 60 days of today's date, and that an agreement be signed stating the property will be maintained seasonally so that no obstruction to College St occurs in the

future. If these conditions are not met, the case will revert to the balance of \$958.61 and a lien may be placed against the property. Motion was seconded by Mrs. Johnson, all ayes. Julie Moore agreed, and she and Kaylee exited the meeting.

Later, near the end of the meeting, Mr. O'Leary received a phone call from Jared at 21st Mortgage Corporation inquiring of any updates regarding the Moore property. Mr. O'Leary provided the information that will be addressed in the upcoming agreement.

The Board will consult with the City Attorney regarding the following cases:
PO 118 N Stegal, GA&O 91 Lydia, BR 976 41A S, FI 98 N Stegal, VI 113 Fuquay.

GI 191 Railroad: Following legal consultation with the City Attorney, a letter was mailed on March 24. Mr. O'Leary noted little progress is being made to bring the property into compliance.

There have been no changes regarding the following cases:
NA 155 Railroad, NA 130 Railroad, WI 132 Clayton.

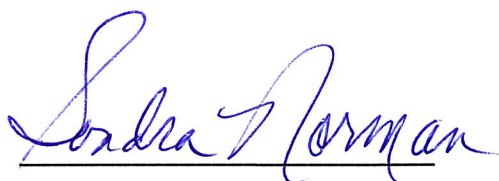
BL 238 41A N and BL 475 132 W: Notices mailed to the estate executor have been returned. A copy of most recent notices will be mailed to the attorney representing the estate.

PA 1308 41A S: A notice was mailed on March 8 to remind of the citation due.

Mr. O'Leary announced he will be resigning from the position of Code Enforcement Officer effective March 31, 2026. Ms. Baker made a motion to accept the resignation, noting that if Mr. O'Leary desired to return to the position in the future and the position was available, he would be eligible; motion seconded by Mr. Poole, all ayes.

A meeting was scheduled for April 29 at 10am.

A motion to adjourn was made by Mr. Poole, seconded by Mrs. Johnson, all ayes.



Sondra Norman, Chairman



Barb Goff, City Clerk

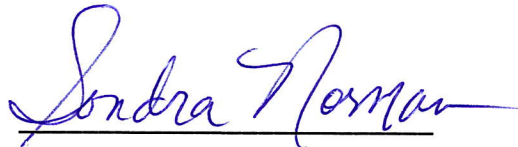
City of Dixon
Code Enforcement Board
April 1, 2026

City of Dixon Code Enforcement Board met on April 1, 2026 for the purpose of interviewing a candidate for the position of Code Enforcement Officer, and deciding whether to recommend the candidate to the Commission for hire. Attending were Board Chairman Sondra Norman, Board members Stace Poole and Teresa Johnson, Mayor Terry Webb, and City Clerk Barb Goff. Board member Janice Baker was absent.

Kimberly Turner has submitted an application for the position of Code Enforcement Officer. Board members conducted an interview and released Ms. Turner from the meeting.

Mr. Poole made a motion to recommend to the Commission for hire Kimberly Turner as Code Enforcement Officer at a monthly salary of \$200, seconded by Mrs. Johnson, all ayes.

A motion to adjourn was made by Mrs. Johnson, seconded by Mr. Poole, all ayes.



Sondra Norman, Chairman



Barb Goff, City Clerk

