

KLC CODE ENFORCEMENT TRAINING

AGENDA AND SEMINAR SCHEDULE

9:30 a.m. - 11:00 a.m. Code Enforcement 101

This session will cover citation writing and being aware of key words for drafting, evidence needed to substantiate a charge, and proper documentation for code enforcement files.

11:00 a.m. - 12:30 p.m. Investigations & Hearings

A proper investigation plays a critical role in the effective presentation of a case at an administrative hearing. This session will explore the role of the code enforcement officer in preparing a case, an overview of the hearing process, and tips on how to create a clear record and provide a final order.

12:30 p.m. - 1:00 p.m. Lunch

1:00 p.m. - 2:00 p.m. Lien Process

When and how can your city attach a lien to property for code enforcement violations? Do your ordinances include necessary language to ensure that the city's interests are protected? After the city has placed a lien, what happens next? The answers to these and many other questions will be discussed in this session.

2:00 p.m. - 3:00 p.m. Vacant Properties

Cities often struggle with addressing how to manage vacant properties. Learn some tools available to your city to encourage property owners to act on vacant properties, including an overview of Kentucky's conservatorship statute.

3:00 p.m. - 4:00 p.m. Demolition

When can cities demolish dangerously dilapidated properties through the code enforcement board and when must the city proceed through the court in a formal condemnation process? These common questions will be addressed as participants gain knowledge on how to manage the demolition process consistent with state and federal law.