

**CITY COUNCIL
SPECIAL MEETING MINUTES
JULY 15, 2015**

Council present were: Mayor Charles D. Jessup, IV, Mayor Pro Tempore Terry J. Henley, Aldermen Steven H. Bezner, Alderman John F. Isbell, Kelle K. Mills, and Rick J. Staigle. EDC present were: Bob Graf, Harry Hamilton, Kurt Kopczynski, and Clyde Little. Also present were: City Secretary Janice M. Moore, City Attorney Grady Randle, and Code Enforcement Official Jerry Parker. Residents include: Joe DeBruen, Lisa Kulhanek, and Nadya Shelton.

1. Call to Order:

Mayor Jessup called the meeting to order at 6:00 p.m.

2. Discussion:

a. Overview of the Community Development Program Process:

Code Enforcement Official Jerry Parker presented the following;

Code Enforcement started the process by identifying properties within the City that meet the criteria for a substandard building. The Code Enforcement Official (CEO) then begins the notification process by issuing warnings for violation of the substandard ordinance. Once the warnings have expired, the CEO then issues Municipal Citations to have the owner appear in court. Once the CEO starts the process in court, he usually has information that the owner has either become unable to, or is refusing to comply with our Code. If the owner is refusing to comply, then court is usually the only way to gain compliance, unless the owner sees the advantage that MPCDP offers. However, if the owner is just simply unable to comply because the property is substandard or in such disrepair, then this program becomes an option of last resort for the owner.

Currently, there are 4 homes in the city that meet the basic criteria for this program.

11946 Brighton
11930 Dorrance
11711 Bloomington
11306 Scottsdale.

There were 8, but because of efforts relating to constant communication and issuance of citation(s), they have either been sold and are under contract at this time.

12023 Blair Meadow
12334 Scarcella
12303 Hoggard
11510 Scottsdale

Code Enforcement Official Parker further noted a draft application had been created and was presented to the mayor for consideration.

Mayor Jessup noted an August 1st rollout on the new Facebook page and on the City's website. He further noted the program would start with 1 residence for the next year and evaluate the process before continuing to the next residence. He added that he believed it would impact property values in a positive way.

Alderman Isbell expressed concern for an EDC director being a member on the recommendation committee and making a recommendation to the EDC. Mayor Pro Tempore Henley objected to his concern and expressed in favor of the director, so that person would look after the interests of the EDC.

Alderman Staigle inquired about condemnation. City Attorney Randle noted the process was not included in the program. EDC Director Hamilton recommended to start with a simple rehab and a documented video could be provided to EDC and Council, which would help with the program process. Mayor Jessup distributed a modified flowchart and provided an overview.

EDC Director Kopczynski expressed concern the Public would not be excluded from knowing about any sales. Mayor Jessup and City Attorney Randle referred page 12 of the program and the Chapter 272 of the Texas Local Government Code.

b. Possible Committee Appointments:

Mayor Jessup recommended the following appointments:

Selection Committee: Mayor Charles D. Jessup IV, EDC Member Harry Hamilton, Building Official Henry Rivas, Code Enforcement Official Jerry Parker, Resident Lisa Kulhanek, and Resident 2 Joe DeBruen.

Evaluation Committee:
EDC Member Kurt Kopczynski, Inspector Walter Gerlach, and Professional Appraiser Ken Meiselman.

Administration & Oversight Committee:
EDC Member Kurt Kopczynski, Building Official Henry Rivas, Code Enforcement Official Jerry Parker, and City Secretary Janice M. Moore (permits, finance).

Mayor Pro Tempore Henley moved to **approve** the list of appointments as presented. Alderman Staigle seconded the motion, which passed unanimously.

Mayor Jessup noted he would notify all of the members. City Attorney Randle added the committees would fall under the Open Meetings Act and Voting Conflict of Interest disclosure.

3. Adjournment

Mayor Pro Tempore Henley moved to adjourn the meeting at 7:40 p.m. Alderman Mills seconded the motion, which passed unanimously.

**These minutes were approved by the
City Council on Tuesday, July 28, 2015.**

ATTEST:


Janice M. Moore, City Secretary

Charles D. Jessup, IV, Mayor

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