BOARD OF CODE ENFORCEMENT
VONNEGUT CONFERENCE ROOM
INDIANAPOLIS-MARION COUNTY, INDIANA

FEBRUARY 28, 2013

ATTENDANCE:

The following Board of Code Enforcement members were present:

Rick Powers, Presiding Officer
Susan Blair
Lisa Jeff

The following members were absent:

Anthony Bridgeman
Tony Pearson

The following staff members were present:

Kate Johnson	Deputy Director, Division of Administration, Logistics, Licenses and Permits
Adam Collins	Deputy Director, Division of Inspections
Joseph W. Smith	Assistant Corporation Counsel
Tonya Hilliard	Secretary to the Board of Code Enforcement

INTRODUCTIONS:

Mr. Rick Powers called the meeting to order at 3:00 p.m.

2012 Licensing Sweeps Update

Ms. Kristin Settle, Program Manager, Nuisance Abatement presented a licensing sweep update that included a sweep of scrap metal vendors and refuse haulers, unlicensed contractor sweep, Martindale Brightwood Neighborhood sweep, and the Broad Ripple Business Licensing sweeps performed including licensed smoking bars, mobile food cart vendors and taxi cabs. Ms. Settle also referred to special events licensing sweeps accomplished during the Indiana Black Expo, Monumental Weekend, Circle City Classic, Circle of Lights, and Big Ten Football Championship.

Ms. Blair asked questions concerning contractor licensing.

Ms. Johnson and Mr. Collins explained the licensing process.

BUSINESS POLICY AND RESOLUTIONS:

2013-C10-002 **Contract; Develop Indy, Inc.**

Authorizes the Director of DCE to enter into a contract agreement through December 31, 2013 with Develop Indy, Inc. to continue providing communication, education, outreach and facilitation services related to the permit process for construction projects.

Financial Obligation $65,000.00

Funding Source Department of Code Enforcement

Mr. O'Connor, Contract Manager stated that this contract also involved Mr. Steve Wolff, the Ombudsman who had been hired in January 2013. Mr. Wolff referred to Develop Indy as an agency that works with DPW, Planning, the utility companies, and the Department of Code Enforcement, in order to make Indianapolis as business friendly as possible.

The board members asked several questions.

There were no questions or comments from the public.

MOTION: Ms. Jeff moved to adopt Resolution 2013-C10-002. Seconded by Ms. Blair. Motion carried.

2013-C10-003 **Contract: Infrastructure Inspection Services**

Authorizes the Director of DCE to enter into an agreement with The Etica Group, Inc. to provide infrastructure inspection services through June 30, 2013 after an existing contractor abruptly terminated its business on or about January 15, 2013.

Financial Information: Not to exceed $0

Funding Source Department of Code Enforcement

Mr. O'Connor stated that the former company's operations suddenly ceased, and a new company was formed. Ms. Bennett, Administrator-Chief Financial Officer further explained that the company Wilcox was dissolved, and she gave further details that would involve infrastructure inspection services through June 30, 2013.

The board members asked several questions.

There were no questions or comments from the public.

MOTION: Ms. Blair moved to adopt Resolution 2013-C10-003. Seconded by Ms. Jeff. Motion carried.

2013-C10-004 **Contract: Inspection and Abatement of Environmental Public Nuisances (High Weeds and Grass Program)**

Authorizes the Director of DCE to enter into contracts for the purchase of services from **A.M. Lawn Worx, Ground Force, Indy Land, JBM, Jubilee, Mower Zone, Property Masters, Rivers Resources, Shine Brite, Ultra Elite** that relate to the enforcement of Chapter 575 of the Revised Code, commonly referred to as the High Weeds & Grass program, for a one year term. Services include abatement of violations, hauling away of clippings and inspections.

Financial Information: $900,000.00

Funding Source Department of Code Enforcement Budget

Mr. O'Connor stated that there were fewer vendors this year, and that the list of vendors would be kept in certain areas of Marion County. Mr. O'Conner stated that the budget was set at $900,000.00 for the ten applicants.

There were questions concerning the budget for last year.

Mr. Collins and Ms. Johnson explained the process.

There were no questions or comments from the public.

MOTION: Ms. Jeff moved to adopt Resolution 2013-C10-004. Seconded by Ms. Blair. Motion carried.

2013-C10-005 **Contracts for Boarding according to the Unsafe Building Program:**

Authorizes the Director of DCE to enter into contracts with vendors to provide the boarding of unsafe buildings for the Unsafe Building Program through January 31, 2014, and as a result of two vendors previously approved who have since opted out. The new vendors are Property Masters, Inc. and Wild's Restoration.

Financial Obligation: $325,000.00

Funding Source: Department of Code Enforcement

Mr. O'Connor stated that the objective was to have three primary vendors, and due to increases in premium costs, two bidders chose not to take part in the program. He stated that the new vendors are Property Masters, Inc. and Wild's Restoration.

The board members asked several questions.

There were no questions or comments from the public.

MOTION: Ms. Blair moved to adopt Resolution 2013-C10-005. Seconded by Ms. Jeff. Motion carried.

NEW BUSINESS:

Mr. Powers introduced Mr. Brandon Dickinson as the new Administrator for the Bureau of License and Permit Services, and he congratulated Mr. Michael Lamar on his promotion to Contract Compliance Analyst.

ADJOURNMENT:

Mr. Powers asked the board members if there was any further business to come before the Board of Code Enforcement and that the next board meeting convenes on March 28, 2013.

It was taken by consensus of the Board of Code Enforcement that the meeting adjourn at 4:10 p.m.

Respectfully submitted,

Tonya Hilliard
Board Secretary