



Jim Owczarski
City Clerk

Keith Broadnax
LRB Manager

City Clerk's Office **Legislative Reference Bureau**

MEMORANDUM

To: Ald. Robert Bauman
From: Addis Zewdie - Legislative and Fiscal Services Specialist
Date: 7/2/2025
Subject: DNS(Residential Code Enforcement Manager) and MHS Conversation Log

5/14 – Emailed DNS (Residential Code Enforcement Manager) – Requested a meeting to discuss the new changes to Ch. 78, Animals.

5/14 - Received email form DNS confirming a time and date discuss.

5/20 - Email to DNS to request discussion of the shared draft ordinance since we missed our appointment due to the city's emergency lockdown.

5/20 - Received a call from DNS/Lorie Gallup. We discussed the contents of the draft ordinance.

5/20 - Email to Ald. Bauman letting him know that MADACC approved the draft with minor adjustments and that I am waiting for DNS call.

5/27 - Spoke with DNS, confirmed MADACC reaching out to discuss the draft. Confirmed that the proposed changes are implementable and that we discussed the issue with delegated authority by Health Department via MOU. Learned MOU was signed 4/12/2005 and that there might be a new MOU or the delegation might be taken back by the Health Department.

5/27 - Emailed Aids. Bauman and Moore summarizing my conversation with DNS, MADACC and the potential issue with MOU delegated administration of Ch.78.

5/27 - Followed up with an email to Ald. Bauman and Ald. Moore clarifying the MOU and Health Department position, there was no scheduled take back of Ch. 78 administration from DNS.

5/28 - Learned that the Health Department does not have any jurisdiction on Ch. 78 as the MOU delegated responsibility to DNS.

5/28 - Emailed last version of the draft to DNS and requested the draft to be shared with the Health Department and any other appropriate persons along with their feedback of the draft.

6/30 - Received email from Health Department regarding a message they received from DNS on May 20th about discussing the draft.

6/30- Replied to the MHD email with an attachment of the draft and short note version informing them that the file was filled and that it is scheduled for a committee hearing.

6/30 – Conversation with MHD. Confirmed that they do not have jurisdiction and that the delegated responsibility via MOU is not changing anytime soon. However, they are satisfied with the draft ordinance and they do not have objections.

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