



# City of Denton

City Hall  
215 E. McKinney St.  
Denton, Texas 76201  
www.cityofdenton.com

## Meeting Agenda

### Health & Building Standards Commission

Thursday, September 12, 2024

3:00 PM

Development Service Center

After determining that a quorum is present, the Health and Building Standards Commission of the City of Denton, Texas will convene in a Regular Meeting on Thursday, September 12, 2024, at 3:00 p.m. in Training Rooms 1 and 2 at the Development Service Center, 401 N. Elm Street, Denton, Texas at which the following items will be considered:

#### 1. PLEDGE OF ALLEGIANCE

- A. U.S. Flag
- B. Texas Flag

“Honor the Texas Flag – I pledge allegiance to thee, Texas, one state under God, one and indivisible.”

#### 2. ITEMS FOR CONSIDERATION

- A. [HBS24-010](#) Consider approval of the July 11, 2024, minutes.

Attachments: [July 11, 2024](#)

- B. [HBS24-011](#) Elect a Vice-Chair to the Health and Building Standards Commission.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)

- C. [HBS24-012](#) Receive a report and hold discussion on Sec. 17-166. - Mechanical facilities. (b) Air Conditioning of the City of Denton Code of Ordinances.

Attachments: [Exhibit 1 - Agenda Information Sheet](#)

[Exhibit 2 - DPMC Ch17 HABSCo Presentation September](#)

#### 3. CONCLUDING ITEMS

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Health and Building Standards Commission or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

NOTE: The Health and Building Standards Commission reserves the right to adjourn into a Closed Meeting on any item on its Open Meeting agenda consistent with Chapter 551 of the Texas Government Code, as amended, or as otherwise allowed by law.

CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on September 5, 2024, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

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OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.



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## Legislation Text

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**File #:** HBS24-010, **Version:** 1

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### **AGENDA CAPTION**

Consider approval of the July 11, 2024, minutes.

MINUTES  
HEALTH AND BUILDING STANDARDS COMMISSION  
July 11, 2024

After determining that a quorum was present, the Health and Building Standards Commission of the City of Denton, Texas convened in a Regular Meeting on Thursday, July 11, 2024, at 3:02 p.m. in Training Rooms 1 and 2 at the Development Service Center, 401 N Elm Street, Denton, Texas at which the following items were considered:

PRESENT: Chair Michael Sweigart, Vice-Chair Nicholas Stevens, and Commissioners Zachary Cathcart, Greg Coward, Sebastian Delgadillo, and David Mollen

ABSENT: Commissioner Joshua Ingram

REGULAR MEETING

Chair Sweigart opened the meeting at 3:02 p.m.

1. PLEDGE OF ALLEGIANCE

- A. U.S. Flag
- B. Texas Flag

2. ITEMS FOR CONSIDERATION

A. HBS24-006 Elect a Chair and Vice-Chair to the Health and Building Standards Commission.

Commissioner Mollen moved to nominate Commissioner Michael Sweigart as Chair. Motion seconded by Commissioner Coward. Motion carried.

AYES (5): Chair Sweigart Vice-Chair Stevens and Commissioners Cathcart, Coward, and Mollen

NAYS (0): None

ABSENT (2): Commissioner Delgadillo and Ingram

Commissioner Delgadillo arrived.

Commissioner Coward moved to nominate Commissioner Mollen as Vice-Chair. Motion seconded by Commissioner Stevens. Motion carried.

AYES (6): Chair Sweigart Vice-Chair Stevens and Commissioners Cathcart, Coward, Delgadillo, and Mollen

NAYS (0): None

ABSENT (1): Commissioner Ingram

B. HBS24-0007 Consider approval of the June 13, 2024, minutes.

Vice-Chair Mollen motioned to approve the June 13, 2024, meeting minutes. Motion seconded by Commissioner Delgadillo. Motion carried.

AYES (6): Chair Sweigart Vice-Chair Mollen and Commissioners Cathcart, Coward, Delgadillo, and Stevens

NAYS (0): None

ABSENT (1): Commissioner Ingram

C. HBS24-008 Receive a report, hold discussion, and give staff direction on proposed updates to Chapter 17 of the City of Denton Code of Ordinances revision plan.

The item was presented and discussion followed.

City staff provided an overview of the public outreach and proposed changes.

Discussion continued between staff and the commission.

Vice-Chair Mollen moved to approve the item as presented. Motion seconded by Commissioner Cathcart. Motion carried.

AYES (5): Chair Sweigart Vice-Chair Mollen and Commissioners Cathcart, Coward, and Delgadillo

NAYS (1): Commissioner Stevens

ABSENT (1): Commissioner Ingram

### 3. CONCLUDING ITEMS

Commissioner Coward moved to adjourn the meeting. Motion seconded by Commissioner Delgadillo. Motion carried.

AYES (6): Chair Sweigart Vice-Chair Mollen and Commissioners Cathcart, Coward, Delgadillo, and Stevens

NAYS (0): None

ABSENT (1): Commissioner Ingram

The meeting was adjourned at 3:40 p.m.

X \_\_\_\_\_  
Michael Sweigart Date  
Chair of Health and Building Standards Commission

X \_\_\_\_\_  
Cathy Welborn Date  
Administrative Assistant III



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## Legislation Text

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**File #:** HBS24-011, **Version:** 1

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### **AGENDA CAPTION**

Elect a Vice-Chair to the Health and Building Standards Commission.



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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Department of Development Services

**ACM:** Cassandra Ogden

**DATE:** September 12, 2024

### **SUBJECT**

Elect a Vice-Chair to the Health and Building Standards Commission.

### **BACKGROUND**

The Health and Building Standards Commission elects a chairperson and vice-chairperson from its members annually. Since the vice-chairperson term has recently ended, a new vice-chairperson will need to be elected from the remaining members of the Commission.

Per the Boards, Commissions and Council Committees Handbook:

### **Election of Officers**

Procedures for the election of officers for appointed boards are established to ensure consistency with the City Council's goals and policies in making board appointments. Except where otherwise provided by state law, federal law, City Charter, or City ordinances or resolutions, election of officers for City of Denton council-appointed boards will be as follows:

- The vice-chair will be elected by voting board members.
- Election of officers shall be annually and occur in January or February. For those boards not meeting regularly, the election shall be held during the first board meeting of the calendar year. If, for any reason, the chair or vice-chair vacates their seat, a special election shall be held to fill the unexpired term. A temporary chair may be selected by the board pursuant to Roberts Rules of Order.
- The staff liaison, designated by the City Manager, shall serve as the official secretary to the board or commission to ensure records are maintained in accordance with requirements of the City Secretary's office.
- The City Council shall reserve the right, as deemed necessary in individual instances, to appoint the chair and vice-chair for any special issue or temporary advisory committees. If the City Council chooses not to make the appointment for chair and vice-chair, then the procedure outlined in this policy will apply.

### **EXHIBITS**

1. Agenda Information Sheet

Respectfully submitted:  
Emily Loiselle  
Deputy Building Official

Prepared by:  
Cathy Welborn  
Administrative Assistant III





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## Legislation Text

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**File #:** HBS24-012, **Version:** 1

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### **AGENDA CAPTION**

Receive a report and hold discussion on Sec. 17-166. - Mechanical facilities. (b) Air Conditioning of the City of Denton Code of Ordinances.



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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Community Services  
**CM/DCM/ACM:** Christine Taylor, Assistant City Manager  
**DATE:** September 12, 2024

### **SUBJECT**

Receive a report and hold discussion on Sec. 17-166. - Mechanical facilities. (b) Air Conditioning of the City of Denton Code of Ordinances.

### **STRATEGIC ALIGNMENT**

This action supports Key Focus Area: Support Healthy and Safe Communities.

### **BACKGROUND**

Denton's Property Maintenance Code, [Chapter 17 \(linked\)](#), has been reviewed for updates and will proceed to a City Council work session in October 2024. The review included an alignment of the City ordinance with the International Property Maintenance Code (IPMC 2021), Texas State statutes, and relevant local ordinances.

Separately, on June 18, 2024, on June 18, 2024 [Section 17.166](#) of the Code of Ordinances was amended (ID 24-1129) to mandate that property owners provide refrigerated air equipment in rental units. This change aims to ensure a minimum standard for cooling, enhancing tenant comfort and safety during extreme temperatures.

### **DISCUSSION**

As a part of this update review, the Health & Building Standards Commission requested the opportunity to further review [Sec. 17-166. - Mechanical facilities](#), specifically subsection (b) concerning air conditioning requirements, for additional consideration.

### **PRIOR ACTION/REVIEW (Council, Boards, Commissions)**

- June 8, 2023: HABSCo Ch. 17 DPMC review and discussion.
- July 13, 2023: HABSCo Ch. 17 DPMC review and discussion.
- August 10, 2023: HABSCo Ch. 17 DPMC review and discussion.
- October 17, 2023: 2M pitch request for “a Work Session on the pros, cons, and options regarding requiring working air conditioning in rentals and prohibiting HOAs from disallowing air conditioners.” (ID 23-224)
- November 9, 2023: HABSCo Ch. 17 DPMC review and discussion.
- April 1, 2024: Work session regarding requiring working air conditioning in rentals and prohibiting HOAs from disallowing air conditioners (ID 24-295).
- June 13, 2024 – HABSCo Ch. 17 DPMC review and discussion.
- June 18, 2024: Work session with proposed code amendments for City Council consideration (ID 24-1111).

- June 18, 2024: City Council approved adoption of an ordinance of the City of Denton amending Section 17.166 of the Code of Ordinances relating to requiring Air conditioning in rental units (ID 24-1129)
- July 11, 2024 – Propose Ch. 17 DPMC Update to HABSCo and received recommendation.
- August 20, 2024 – City Council Public Hearing on updates to Chapter 17

### **ESTIMATED SCHEDULE OF PROJECT**

- October 2024 – Present final DPMC Chapter 17 updates to council for approval.
- October-December 2024 – Educate Public on Updates
- January 2025 – Full Update Implementation

### **EXHIBITS**

1. Agenda Information Sheet
2. DPMC Chapter 17 HABSCo Presentation September

Respectfully submitted:  
Danielle Shaw  
Director of Community Services

Prepared by:  
Joshua Ellison  
Neighborhood Services Manager



# Denton Property Maintenance Code

DATE: September 12, 2024  
ID#HBS24-012

COMMUNITY IMPROVEMENT SERVICES

COMMUNITY SERVICES

# DPMC REVIEW

## **Sec. 17-166. - Mechanical facilities.**

Heating and air conditioning facilities shall be maintained in structures as required by this article.

- (b) *Air conditioning.* An owner shall provide refrigerated air equipment in rental dwelling units. When refrigerated air equipment is provided in rental units, it shall be maintained in operable condition and must be capable of maintaining a maximum inside temperature that is 20° lower than the outside temperature or 81°F, whichever is warmer, in each room of a structure intended for human occupancy from May 1 through October 1. If provided refrigerated air equipment becomes in need of repair, owner shall repair said equipment within a reasonable time.

(Ord. No. 2010-132, § 1, 5-11-10; [Ord. No. 24-1129](#), § 2, 6-18-24)

# PROVIDE FEEDBACK

- Email [cis@cityofdenton.com](mailto:cis@cityofdenton.com),
- Online form at QR code or <https://www.cityofdenton.com/173/Code-Enforcement-Property-Maintenance>

