



**MINUTES**  
CITY OF CONVERSE, TEXAS  
BUILDING & STANDARDS COMMISSION  
Wednesday, September 7, 2016 – 6:30 P.M.

The Building & Standards Commission of City of Converse met in a regular meeting at City of Converse, City Council Chambers located at 402 S. Seguin Road on Wednesday, September 7, 2016 at 6:30 p.m. to discuss various items on the agenda.

1. Call Building and Standards Commission Meeting to Order.

*At approximately 6:32 p.m. Chairman Lacarde called the meeting to order.*

2. Roll Call & Recognition of Visitors.

Present:

*Chairman Jim Lacarde  
Commissioner Patrick O'Leary  
Commissioner Richard Caton  
Alternate Commissioner Joe Guastella  
Commissioner Lloyd Littrell  
Commissioner Everet Taylor  
Assistant City Manager, Le Ann Piatt  
Recording Secretary, Odie Martinez*

Excused:

*Council Liaison, Kathy Richel*

Unexcused:

3. Introduction of Code Enforcement Officers.

*Chip Coleman and Ray Almendarez briefed the Commissioners of their background.*

4. Approve Building & Standards Commission Minutes for June 22, 2016 Commission Meeting.

*Commissioner Caton made a motion to approve the minutes from June 22, 2016; seconded by Commissioner O'Leary. Motion passed.*

5. Discussion and Appropriate Action regarding structures and properties not in compliance with Chapter 8, Buildings & Building Regulations, Section 8-1 (a) 6- International Property Maintenance.

**A. 8228 Lone Shadow Trail**

- *Water disconnected*
- *Property up for sale*
- *Pool remains filthy and water in the pool*
- *Contact realtor for update and notify of file lien*

*No action required for item 5A. Bring back to next meeting*

**B. 108 Ave D.**

*Assistant City Manager, Le Ann Piatt updated the commissioners of the improvements made to 108 Ave D property and suggested closing the case.*

*Commissioner O'Leary made a motion to close case 5B; seconded by Commissioner Taylor. Motion passed.*

**C. 507 Toepperwein Rd.**

*Ms. Vicki Baumann addressed some of the issues she has had with illegal dumping on her property and as a property owner she is trying her best to keep the property maintained. She also stated some of the tree branches will be trimmed by CPS.*

*Commissioner Taylor made a motion to close case 5C.; seconded by Commissioner Caton. Motion passed.*

6. City Council Liaison and Assistant City Manager Reports:

In consideration of Texas Attorney General Opinion AG-0668, information provided on subjects not on the agenda shall be limited to statements of specific factual information; or recitation of existing policy. Any deliberation of or decision about a subject not on the agenda shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.

A. City Council Liaison's Report

*Council Liaison not present to report*

B. Report by Assistant City Manager

- *Code Enforcement department updates*
- *Location of new City Hall facility*
- *Commission meetings held in the City Council Chambers (Audio)*

C. Report & Discussion of Future Agenda Items.

*NONE*

7. Building and Standards Commission Meeting to be determined.

*Next meeting to be determined*

8. Adjournment.

*Meeting adjourned at approximately 7:13 p.m.*