

CITY OF CONVERSE
BUILDING AND STANDARDS COMMISSION
MINUTES OF JANUARY 27, 2011
6:30 PM

The Building and Standards Commission of the City Of Converse met in a regular meeting at the City Hall Conference Room, 405 South Seguin Street on Thursday, January 27, 2011 at 6:30 PM to discuss various items on the agenda. The following were present:

Ms. Gloria Weers, Chair Person	Mr. Carlos Baca, Member
Ms. Lu Ann Holden, Member	Mr. Jim Lacarde, Member
Ms. Sydney Storment, Member	Mr. Steve Brown (sub as Council Liaison)
Mr. John Quintanilla, Interim City Manager	Ms. Odie Martinez, Administrative Secretary

1. Call Building and Standards Commission Meeting to Order

At approximately 6:30 PM, Chair Weers called the meeting to order.

All members are present.

Member Lacarde stated he did not know this meeting was going on & asked why they weren't notified earlier. We have his home, cell numbers & his e-mail address. He wanted to know why he did not get more notice.

Mr. Quintanilla stated we prepared the packets on Wednesday morning & they were sent out by our Water Dept. staff (hand delivered). We posted the agenda on the web site & it was on the Marquee sign. He will ask Ms. Martinez to contact the Commission at least a week prior.

This Commission is not a routine Committee like all of the others, they meet as needed & would normally get a call to see if a date(s) is (are) available. The Commission needs time to prepare for the meetings. We do have to post notice 72 hours in advance.

2. Recognition of Visitors

Visitors: Mr. Rudy Martinez & Mr. Richard Weers

3. Action to Approve Building and Standards Minutes for October 27, 2010

Member Lacarde made a motion to approve agenda item #3. Member Holden seconded the motion. It passed unanimously.

4. Discussion and Appropriate Action Regarding Various Structures Not in Compliance with Chapter 8, Article IV, of the Code of Ordinances, City of Converse, Texas

A. 308 Kneupper

Mr. Quintanilla reported:

- A copy of the letter was sent to the homeowner, Ms. Trish Neil, she was asked to contact us & let us know how she was going to correct this
- As of today, the homeowner has not contacted us
- If you look at the photos there are significant violations-specifically Section 18-42 Accumulation of Garbage, trash, etc.
- The property owner did sign for the certified letter & has been put on notice
- Our next requirement is to send a 2nd notice with 10 days to comply or to contact us to when she can comply
- If she receives the notice & does not respond, we are compelled to advertise in the Herald for 2 consecutive weeks, attention property owner at 308 Kneupper you have been notified of these violations & you have a certain amount of days to comply, if not the City can hire a contractor, abate the nuisance & bill the property owner
- She will be put on notice
- During this time, we will solicit bids from contractors to look at the property & give us a quote
- She has been cited by Code Compliance & gone before our Municipal Judge, who dismissed 2 citations that we know of
- We will invite the owner to the meeting on Feb. 24, allowing the owner to address the Commission
- We need to resolve this & get direction from this Commission to move forward

Member Lacarde made a motion to move forward. Member Storment seconded the motion. It passed unanimously.

Mr. Quintanilla stated if there are any significant developments, he will send out an e-mail to the Commission.

Member Lacarde stated obviously the Code Compliance Officer (CCO) could get a hold of her & have him drop off the information.

B. 407 Toepperwein

Mr. Quintanilla reported:

- Certified letters were sent to the owner, Ms. Martha Hamilton, & she did sign for the notification & has a requirement to correct this within 30 days
- Building is in disrepair
- Chief Building Inspector, Mr. Williams, stated it falls in the classification of a dangerous premises, under Section 18-40
- Structure has no power or water service
- City is compelled to place a notice on the structure itself
- We will invite the owner to the meeting on Feb. 24, allowing the owner to address the Commission & explain the circumstances that may warrant additional time or a different course of action
- Mr. Quintanilla & Mr. Williams say the building needs to be demolished
- While we are advertising for the 2 weeks, we will be bidding out the demolition services for this home

Member Holden made a motion to move forward with the above recommendations. Member Storment seconded the motion. It passed unanimously.

C. 503 Toepperwein

Mr. Quintanilla reported:

- This is the same property owner as 407 Toepperwein & follows the same conditions as mentioned in agenda item #4 B
- Condition of the homes are injurious to public health
- What we will do on the 2nd notice, we will cite Section 18-42 unsanitary conditions

Member Lacarde made a motion to move forward with the same recommendations as indicated on agenda item #4 B. Member Holden seconded the motion. It passed unanimously.

D. 505 Toepperwein

Mr. Quintanilla reported:

- Homeowner (Mr. Luis) has contacted him about every other week
- Gentleman is medically disabled
- House is on the market & is asking \$14,500
- One of the potential buyers visited him last week & they understand the condition of the home; they plan to knock it down & build a new home – this doesn't work because it is Zoned B-3 & the City would not issue a building permit for a home on that address
- Mr. Luis is going to have difficulty selling this property unless it is for a commercial establishment
- Mr. Luis can't afford to have it knocked down
- Lot is 68 x 120
- Home is a hazard
- We could encourage him to market the property as commercial property
- These properties are non-conforming for the zoning, once they are knocked down then they are zoned B-3
- Discussed the cost of the demolition & if it would exceed the price of the property; this is hard to say, but if you look at the value of the real estate-the land is worth \$10,280; we could probably demolish all 3 properties if we get 1 contractor for all 3 homes for less than \$10,000

Member Holden made a motion to move forward with our process, notification to the homeowner & continue with the demolition process. Member Lacarde seconded the motion. It passed unanimously.

E. 203-205 S. Seguin

Mr. Quintanilla reported:

- There is a history here; the owners have engaged a demolition contractor
- We notified the property owner, demolition is underway & they have 10 days to finish the project
- Contractor has exceeded his timeframe & the relationship went sour
- Property owner fired the 1st contractor & hired a 2nd contractor
- We require an environmental assessment & produced to the COC
- Initial demolition site was deemed not to present any health hazards with aesthesis
- 2nd Demolition contractor engaged another environmental firm & found ACM (aesthetics containing materials); St. of Tx. is notified & we explain how we are going to clean it up
- There are protocols for abating ACM & we are provided guidance
- Mr. Williams has been in contact with the new contractor

B&S – Jan. 27, 2011

- We have a high degree of confidence that this facility will be abated & demolished in a timely manner & we are projecting by the middle of Feb. to be completed
- Recommends we watch this project administratively
- Will re-visit this issue on Feb. 24

Member Holden made a motion to move forward with the process & monitoring the property. Member Stormont seconded the motion. It passed unanimously.

5. Report by the City Council Representative on Council Action

Council member Brown reported:

- Thanked the members for volunteering for this Commission
- Hired a new EDC Director, Ms. Kate Silvas, who is on Board; EDC doing a wonderful job
- Had 72 applications for the City Manager position; narrowed it down to 2 candidates
- Have obtained a company, Werling & Assoc., to do a compensation study, should be done by the middle of March
- Working on process to get new water rights through the Schertz-Seguin Water Corp.
- He will be meeting with Congressman Lamar Smith next Tues.
- Council member Pannell started a new job with the SA Police Dept. & that is why he could not be here today
- Appreciates what City staff does

6. Report by the City Staff on Future Building and Standards Actions

Mr. Quintanilla reported:

- B&S is very valuable as a Commission
- Will keep the Commission updated

7. Next Building and Standards Commission Meeting to be Determined

The next meeting is scheduled for Feb. 24 at 6:30 PM

8. Adjournment

At approximately 7:31 PM, Chair Weers adjourned the meeting.