

CITY OF CONVERSE  
BUILDING AND STANDARDS COMMISSION  
MINUTES OF OCTOBER 27, 2010  
6:00 PM

The Building and Standards Commission of the City Of Converse met in a regular meeting at the City Council Chambers, 405 S. Seguin Street on Wednesday, October 27, 2010 at 6:00 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. Randy Pannell (Council Liaison)
Mr. John Quintanilla, Interim City Manager	Ms. Penny Hieronymus, City Secretary

1. Call Building and Standards Commission Meeting to Order

At approximately 6:02, Chair Weers called the meeting to order.

2. Recognition of Visitors

Visitors: Council member Steve Brown & Mr. Richard Weers

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

Member Lacarde stated there were no corrections, but a few spelling corrections (Page 2, middle of page, 3<sup>rd</sup> bullet).

Should read: (Legally Described as CB 5052D, Blk. 82, Lot 4/3) providing for code enforcement **officer** to issue **citations** for future violations....”.

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

Chair Weers had an introduction for the Commission members & staff. All members were present.

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

Mr. Quintanilla briefed the B&S Commission on some structures that we are looking at & there is a formal process we have to go through; let him know & he will get with our Building Inspector, Mr. Joe Williams. We are focusing our efforts with the Building Inspectors, Mr. Williams & Mr. Nichols, on the new Judson HS. We are hoping to issue the permanent Certificate of Occupancy (C of O) to JHS

within less than 2 wks, they have had a temporary C of O. The COC has adopted Building Codes for any construction within the City.

Discussed: 3 structures on Toepperwein Road (503, 505 & 507) & the Old Trading Post on South Seguin Road - Mr. Quintanilla stated the contractor has got his permit & demolition is underway for the Trading Post. There is a house on Downing that may need to be looked at. They discussed the historical part of the Trading Post, but it is not preservable.

Mr. Quintanilla gave a brief explanation on the process of the weedy lots; if our Code Compliance Officer Licea can't see it from the front of the house, it makes things more difficult. We follow up on calls, e-mails or issues that we are made aware of.

#### 5. Report by the City Council Representative on Council Action

Council member Pannell reported:

- Thanked the members for serving this Commission
- Been busy
- CC last met on 5/27/10
- We have a web site
- Appointed a new EDC Council
- Council donated \$410 of their personal pockets to Project Graduation, which was a great success
- New football field at North Park
- Approved Ord. 401 – Regulating Vehicle Limits (school, stops signs, yield signs, ROW's, etc.)
- Appointed Ms. Robin Benbrook to fulfill the remaining time of former CC Jon Lindgren
- Had a workshop on Annexation
- Had a 3<sup>rd</sup> Annual American Legion Jubilee, with their 1<sup>st</sup> parade
- Approved Ord. 623 – Flood Damage prevention Ord.
- New traffic light at FM 1976 & Cimarron Landing
- Changed Ord. 602 (B&S Commission) for 5 members & 2 alternates
- Sent out RFQ's for new City Manager, received over 20 applications so far
- Council accepted City Manager's (Mr. Sam Hughes) resignation
- Selected a company to develop the City web site
- Council selected a Committee for the Converse 50<sup>th</sup> Anniversary
- Approved the 2010 & 2011 budget – balanced & with no tax increase
- Special session with the Cibolo, Converse, Live Oak, Schertz, Seguin & Selma & the Board of Directors of the Schertz-Seguin Local Government Corp. – referencing water issues
- Approved the 500 acre sq. ft. of water from Schertz
- Special mtg. & briefing by the Mayor, St. Rep. Joe Farias & JISD Superintendent Dr. Willis Mackey in reference to the JISD bond
- Discussing an item on approving a company to install a digital marquee at City Hall
- Had a 1<sup>st</sup> reading of Ord. 734 – No texting in the COC; discussed notification by water bill, posting signs at entrances to the City, possible local news, ad in Herald, web site, JISD will do announcements
- B&S needs 2 alternates
- Volunteer application on web page
- Most Commissions are run by Robert's Rules of Order, but this Commission is different because we enforce the law

Member Holden stated Ord. B&S had been re-newed & felt as a Commission; she would have liked the opportunity to look at the changes that were going to be made. She asked Council member Pannell

to share with the Council that if there are any changes or discussion, to let the B&S know prior & be included. She would appreciate if we would share a copy of the redlined outline/differences.

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

Mr. Quintanilla reported:

- 503, 505 & 507 Toepperwein – Call him if you have any questions, it is being looked into
- Updated on the house, 400 South Seguin, next to the Police Dept., which has been sold & moved, we are in the process of cleaning up the remaining debris
- Possibly meet in Dec., possibly for 1 house on Toepperwein - is there enough time, with the holidays & notifications

Member Pannell suggested meeting quarterly (90 days) & the Commission agreed.

7. Next Building and Standards Commission Meeting to be Determined

Mr. Quintanilla will communicate with Chair Weers & keep the Commission informed; possibly Dec. or Jan.

8. Adjournment

At approximately 6:49 PM, Chair Weers adjourned the meeting.