

CITY OF CONVERSE  
BUILDING AND STANDARDS COMMISSION  
MINUTES OF JUNE 1, 2011  
6:00 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 Wednesday, June 1, 2011 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. LuAnn Holden, Member	Mr. Jim Lacarde, Member
Ms. Sydney Storment, Member	Mr. Randy Pannell, Council Liaison
Ms. Shawna Dowell, City Manager	Mr. John Quintanilla, Assistant City Manager
Ms. Penny Hieronymus, City Secretary	

1. Call Building and Standards Commission Meeting to Order

At approximately 6:00 PM, Chair Weers called the meeting to order.

All members are present.

2. Recognition of Visitors

Visitors: Ms. Joyce Maple, Mr. Glenn Maple & Mr. Richard Weers

3. Approve Building and Standards Minutes for March 3, 2011 (should be **March 2**, 2011)

Member Storment stated on Page 3, 2<sup>nd</sup> paragraph:

It states: “Mr. Quintanilla stated the City could demolish the home, we place a lien against the property, when the property is sold we would pay off the lien & anything above that would be Mr. Luis proceeds.”

Should read: “Mr. Quintanilla stated the City could demolish the home, we place a lien against the property, when the property is sold **the lien would be paid to the City.**”

Member Storment stated on Page 3, #5:

It states: “He is off Tuesdays & Wednesdays & does not want to miss a meeting, so we are changing the meeting night”

Should read: “He is off Tuesdays & Wednesdays & does not want to miss a meeting, so we are changing the meeting night to **either Tuesdays or Wednesdays**”

Member Storment made a motion to approve agenda item #3 with the above changes made. Member Lacarde seconded the motion. Passed unanimously.

4. Approve Building and Standards Minutes for April 27, 2011

Member Lacarde stated on Page 2, Paragraph 2: They had a discussion about the property being dangerous & needed to be boarded up, Mr. Luis has no money & asked the City to assist with it; Mr. Luis was not at that meeting. The discussion was the property was dangerous & needed to be boarded up. Mr. Quintanilla volunteered the City to board it up; however, they have not done so.

Ms. Dowell stated that Mr. Luis had contacted Mr. Quintanilla that day & Mr. Quintanilla had prepped the Building & Standards & said he (Mr. Luis) had not money.

Member Storment stated that Mr. Luis had contacted Mr. Quintanilla & we offered Mr. Luis the option of the City removing it, putting a lien on his property. Then, when Mr. Luis came to the meeting & this was presented to Mr. Luis by Mr. Quintanilla. Mr. Luis never asked for any of this, he agreed to it & when he actually came to the meeting (March 2, 2011) Mr. Luis actually brought his deed with him & was going to sign the deed over to us & Mr. Quintanilla explained to Mr. Luis that the lien is when we put a lien on the property & when you (Mr. Luis) sells it then Mr. Luis would pay off the lien which would pay back the City. So, Mr. Quintanilla recommended this to Mr. Luis & it should be stated that way so it doesn't look like Mr. Luis is asking the City to do this, but he willingly agreed to that offer.

Member Lacarde stated this was stated in the previous minutes.

Ms. Dowell stated if we correct this, we should say: after a discussion prior to the meeting Mr. Luis & Mr. Quintanilla stated the property is in a dangerous condition & needs to be boarded up.

Again, Member Lacarde stated this was stated in the previous minutes & make it go away.

Member Lacarde stated on Page 2, Paragraph 4, this particular motion was made during the March 2 meeting.

Ms. Dowell stated that Penny listens to the tape & types from it.

Mr. Lacarde stated he had a copy of this tape, doubled checked & did not make this motion during this meeting.

Ms. Hieronymus did a copy & paste, Member Lacarde is correct & this motion was not on these minutes.

Member Holden made the motion to remove the paragraph. Member Storment seconded the motion. Passed unanimously.

Member Storment stated on Page 2, <sup>3</sup>/<sub>4</sub> in the middle of the page

Delete the line: "If they use the City contractor & they fail, they would not like this on them"

Member Holden made a motion to remove the sentence. Member Storment seconded the motion. Passed unanimously.

Member Lacarde made a motion to approve the April 27, 2011 B&S minutes with the above amendments made. Member Holden seconded the motion. Passed unanimously.

5. Discussion and Appropriate Action Regarding Residential or Commercial Structures Not in Compliance with Chapter 8, Article IV, of the Code of Ordinances, City of Converse, Texas

A. 404 Toepperwein

Mr. Quintanilla stated Ms. Maple & her son are present tonight. He visited with them briefly this afternoon about the meeting tonight.

Ms. Maple gave a lengthy briefing on the house, which she uses as storage due to the accumulation of a lot of stuff over 40-50 years. The house could be lived in although it is not an up to date modern house. Her position at 83 years old, is she does not feel like investing any money into the house, but will keep it clean & the yard mowed. The house is also housing bees. She realizes the house needs some repairs, is useable for her & is adventitious for her to keep until she dies. She would rather paint the house & put new boards. She would rather tear down the garage & can take down the chicken coop. She does like to do her own work & sometimes she does need help.

Mr. Quintanilla summarized the guidelines: They take care of the vegetation, paint the exterior walls white to the house, trim the trees, take care of the landscaping & demolish the garage & shed - within 60 days (August 1, 2011); if something were to come up Ms. Maple should contact Mr. Quintanilla.

Member Holden made a motion to approve agenda item #5 A with the above stipulations as stated in the above guidelines by Mr. Quintanilla. Member Storment seconded the motion. Passed unanimously.

B. 9175 FM 78

Mr. Quintanilla is proposing that he be allowed to send out the letter in the packets with the attached photos to the property owner. He sent out a letter about a month ago about his weedy lots & got no response. Now, this is going to get serious because he mentioned the fines of \$2,000 a day. We are hoping this will get his attention, if not, then we will reconvene & if the Commission authorizes him we will get a contractor to clean up the site, incur those costs & file a lien against the property, which would be around \$1,000-\$1,500. The City has mailed a notice to the property owner to mow & maintain the property.

Ms. Dowell stated she would not suggest we do not do this without making the request first of the property owner. Once we have done this & they have not complied boarding up the structure is not cost prohibited & could probably be done by the City. However, we would still have to pay for the mowing of the lot, this is done by a third party contractor, if that is not paid when we bill it to the property owner then that too will be part of the lien that we file on the property. The property owner is aware of the structure & facilities needs because we have talked to him in the last 2 months. We have also had the EDC talk to him because this is sitting in the midst of property that can be developed but no one wants to go in & develop it around a substandard structure. It was the understanding when he

purchased the property he would remove the gasoline tanks as part of the TECQ compliance. This is not to benefit any developer or any business, except the development of the area as the City grows & to benefit the safety, health & welfare of those that surround it & the letter states he has until July 5, 2011 – he has to do some measure of action; if not he proposes we reconvene on July 22 & if nothing is done we just deal with it. We are actively following up.

Member Lacarde mentioned that he did walk the property & there are issues on this property.

Member Holden made a motion to have the Assistant City Manager sent this letter certified to the property owner & then we will take whatever steps are necessary based on his response. Member Lacarde seconded the motion. Passed unanimously.

6. Report by the City Council Representative on Council Action

Council member Pannell reported:

- Proud to work with this Commission
- 2 Locations on Toepperwein are demolished & still working to complete it
- Web site kicked off last Friday, beautiful web site
- Did an amendment to Chapter 10, Article 3, Section 3 in regards to pedestrians & solicitors
- Approved preliminary plat for Lott's Landing #2
- Having a Planet Fitness moving to Converse
- Working on getting a Starbucks's in Converse
- Amended Ord. for user fees for Library materials
- Have a new Library Director, Mr. Robert Ayala
- CC is working hard & is very active
- Had Elections on May 14 & swore in the new Council on May 24
- Past Council members (Benbrook, Paschall & Shadron) served our City well
- New Council members are Beehler, Richel & Selko
- Council members Beehler, Richel & Pannell attended a Live Oak Memorial Day Parade
- July 27 -Will have an application come on board for this Commission & then we will need 1 more application

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

Mr. Quintanilla reported:

- Propose to reconvene for the next meeting on July 27 at 6 PM; we will monitor the progress on 404 Toepperwein & 9175 FM 78
- If there is a structure in town that needs attention, please contact him (phone or e-mail)
- They discussed the green corner house on Toepperwein (across from Deanann Popcorn); someone lives there; he made sure this house was on the bulk list & will have to contact Waste Management
- 507 Toepperwein-Elderly couple live in the house, conditions are not safe, sub-standard; we may need to address this & possibly other avenues to protect their needs
- We can ask CC for B&S budget funds

Discussion: Budget - Ms. Dowell stated she has asked every Dept. to put forward their budget as they actually spent money, B&S possibly looking at \$40,000 for a budget, we will let all the Commission's know when we do the budget hearings, we need to put emphasis on the owners of the homes, we want to help people's well being in & around the structures & we consider safety & health & there are other

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agencies that can assist. CC won't see a balanced budget initially, because we need to show all of the issues & what they cost, but it will be a reality budget.

8. Next Building and Standards Commission Meeting to be Determined

The next meeting is scheduled for July 27, 2011 at 6:00 PM.

Ms. Dowell stated Bexar Co. is working with the City on a new flood control map that FEMA put out & when you overlay the new flooding areas it now includes different areas that had not been appropriately classified in prior years, basically new areas in the flood zone; Bexar Co. and/or the consultant will meet with the community around Aug. 25.

9. Adjournment

At approximately 7:28 PM, Chair Weers adjourned the meeting.