

CITY OF CONVERSE
BUILDING AND STANDARDS COMMISSION
MINUTES OF JULY 27, 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, July 27, 2011 at 6:00 PM to discuss various items on the agenda. The following were present:

Ms. Gloria Weers, Chair Person	Ms. LuAnn Holden, Member (arrived 6:20 PM)
Mr. Jim Lacarde, Member	Ms. Sydney Storment, Member
Mr. Randy Pannell, Council Liaison	Mr. John Shadron, Alternate Member
Mr. 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.

2. Roll Call

All members are present with the exception of Ms. Holden who has an excused lateness & Mr. Baca, who has a medical excused absence.

Mr. Quintanilla took over the meeting.

3. Recognition of Visitors

Visitors: Mr. Richard Weers

4. Approve Building and Standards Minutes for June 1, 2011

Alternate member Shadron will be able to act as a voting alternate member tonight, due to the Commission being short members tonight.

Member Lacarde made a motion to approve agenda item #4. Member Storment seconded the motion. It passed with 3 members (Lacarde, Storment & Weers) voting in favor & 1 member (Shadron) abstaining.

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 he spoke with Ms. Maples yesterday afternoon & wanted to be here tonight but her son in law was having a heart procedure this morning & could not commit to her being here tonight; she told him she had been very busy on the house. Mr. Quintanilla stated based on the photographs provided he concurs with Building Inspector, Mr. Williams, she has made significant progress on the property. Ms. Maples told Mr. Quintanilla she would continue to make progress on the property & if the Commission had any additional requirements to call her tomorrow & let her know what the requirements are & the time frame. Staff recommendation was the deficiencies that were pointed out in the 1st letter have all been addressed & staff does not have any additional requirements at this time.

Member Lacarde stated he walked the property this afternoon & it has definitely improved.

Member Lacarde made a motion to approve agenda item #5 A & contact Ms. Maples & thank her for her cooperation & we are moving on from this address. Member Storment seconded the motion. Passed unanimously.

B. 9175 FM 78

Mr. Quintanilla stated he had Mr. Williams take photos on July 20, 2011. You can tell that he has addressed the landscaping, but the condition of the building has not significantly improved. Mr. Berlanga had the property windows boarded up; the roof line of the right side of the facility is dangling off the roof. You can tell he has made an effort to clean the facility, but we are concerned about access into the building although there are burglar bars. Staff's recommendation to Mr. Berlanga is we would like to contact Mr. Berlanga in writing again & ask him to secure the roofing material to the roof & to maintain the vegetation to the landscaping at a presentable manner. He has improved the interior of the building, but we need him to work on the exterior of the building.

Member Lacarde stated he walked the property this afternoon & it is no longer dangling, it is lying on the ground; it looks like he has made improvements but it still needs help, it seems Mr. Berlanga just ignored us.

Council member Pannell stated he has spoken to Mr. Berlanga & the City has been dealing with this for years. Council member Pannell explained what the conversation was, they were going to do the roof & held off on it because they want to put an auto title company there; when it comes to the City business he would be the responsible party.

Member Storment thought Mr. Berlanga was supposed to remove the tanks from the ground.

The City has a report from the TECQ saying that Mr. Berlanga had an obligation to remove the tanks when he bought the station; as of yet, he has not removed the tanks; so it is in TECQ's hands. The building would not pass inspection.

*At approximately 6:20 PM, Member Holden arrived.

Mr. Quintanilla stated at this point, staff would like to be authorized to send a letter to Mr. Berlanga giving him 10 days from tomorrow to fix the roof & take care of the landscaping, if not we will find someone to do it for him & bill him accordingly. We do have the finances, roofing about \$500 & landscaping about \$200; if leased out – they would need to bring plumbing, mechanical, etc. up to

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code. Mr. Quintanilla will get a letter to Mr. Berlanga giving him 10 days, which is Aug. 8 (close of business day) & can start a \$2,000 a day fine. Mr. Berlanga was invited to the meeting.

Member Lacarde made a motion for Mr. Quintanilla to send a letter to Mr. Berlanga, who will have until Aug. 8 to get the landscape under control, make repairs to the roof of the facility & after that it will be a \$2,000 per day fine. Member Holden seconded the motion. Passed unanimously.

6. Report by the City Council Representative on Council Action

Council member Pannell reported:

- Commented there are new chairs in the Conference Room
- Thanked the Commission for their hard work
- Welcomed Alternate Member Shadron & we need 1 more alternate
- July 22 & July 25 – Council had budget workshops, which won't be voted on until Aug.
- Recognized Mr. Rivas for 5 years of service to the Streets Dept.
- Council has been working water, water & more water issues; tomorrow we sign the paperwork to become part of the Cibolo Valley Local Government Corp. (CVLGC) at 9 AM
- We were losing about \$50,000 a month when it came to water, base rate was \$2.50 per 5,000 gallons & CC has raised the base rate to \$11.35 per 9,000 gallons for the base rate; rate of the surcharges went down; have taken the steps to take Stages 1 & 2 to one amount & Stages 3 & 4 to one amount
- Member Holden had some questions on her account; she will contact Mr. Quintanilla & get her 1 year history/analysis
- In negotiations with the land we need to make the inter-connect work
- Recognized Officer Kilwy for 10 years of service to the Police Dept.
- Had a briefing from Bx. Co. Flood Control Division, about 30 homes in the Cimarron Sub. (Flatland Trail area) that are in the potential flood plain; next month there will be a mtg. with the HOA & citizens affected (Thurs., Aug. 25 at 6:30 PM); it won't cost the COC anything except to accept the improvements & improve them-we will put on the web site & marquee of the mtg.
- Council member Brown brought to the CC mtg. the "Presidential Volunteer Award Program"; if interested in this contact Council member Pannell & he will send you the information
- CC appointed Mr. Dennes as the B&E Commission Chair
- They were given a briefing on the Water Dept. fleet vehicles
- They have been busy

Chair Weers stated this is one of the sharpest Commissions & she would like to see this group attend the CC mtgs.

Council member Pannell stated Chair Weers has served in so many aspects of this City & was inspirational to him to run for office; but due to things she cannot control with her eye sight & Mr. Quintanilla has acted at the Chair tonight; Ms. Weers has decided to step down as Chair of this Commission & at the next CC agenda/mtg. would like to appoint a Chair Person. Ms. Weers will remain on the B&S Commission as a member. The Vice Chair is elected by the majority vote by the Commission (Ord. 602, Section 1 D). In Section 1 A, it states Chair person of the Commission shall be appointed by the CC & may be removed by majority vote by the CC with or without cause. Council member Pannell asked for any volunteers as Chair. The Ord. was revised on July 20, 2010, also changing the number of members from 7 to 5 members & the Chair was appointed by Council.

Discussion: In the future, B&S Commission will be hands on. Ms. Hieronymus ran copies of the Ord. for the Commission. There were questions on holding a Chair/Vice Chair position & their expiration

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dates. Member Holden stated the Oct. 27, 2010 B&S agenda had a copy of the new Ord., which was approved in July 2010.

Member Holden stated she would be interested in the Chair position.

Member Lacarde stated he would be interested in the Vice Chair position.

Mr. Quintanilla stated he would place the Vice Chair on the next agenda (Commission approves/elect the Vice Chair). The Alternate is something the Commission chooses & we would take this to the Aug. 16, 2011 CC mtg., with Council member Pannell sponsoring this item.

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

Mr. Quintanilla reported:

-Bring back the status on 9175 FM 78

-We heard a case last year in May 2010 on 8038 Pioneer Oak & he is having a meeting with some residents who will bring in photographs & evidence they have compiled & we will bring this back to this Commission; a Police Officer will be requested for this meeting (Officer Licea) on mechanical work being done at this residents home

8. Next Building and Standards Commission Meeting to be Determined

The next meeting is scheduled for Wed., August 31, 2011 at 6:00 PM.

9. Adjournment

At approximately 7:05 PM, Mr. Quintanilla adjourned the meeting.