CONVERSE TEXAS
Expanding Horizons
CITY OF CONVERSE
CITY ADMINISTRATION
403 S. Seguin
Converse, Texas 78109
(210) 658-5356
Fax: 659-0964
www.conversetx.net

MINUTES
CITY OF CONVERSE
BUILDING AND STANDARDS COMMISSION
JANUARY 30, 2013 - 6:30 P.M.

Be it known that the Converse Building and Standards Commission met in regular session on Wednesday January 30, 2013, starting at 6:30 P.M. in the Converse Conference Room #1, 405 S. Seguin Street to discuss and act on the Agenda provided below. A quorum of the following commissions may be present: City Council, Planning and Zoning, Beautification & Environmental, Economic Development Corporation, and Parks & Recreation.

1. Call Building and Standards Commission Meeting to Order.

Vice-Chairman Lacarde called the meeting to order at 6:30 PM.

2. Roll Call & Recognition of Visitors.

Chairman Holden not present for meeting and had scheduled Vice-Chairman Lacarde to act as Chairman in her absence.

Members present: Vice-Chair Lacarde, Member Caton, Member Lindgren, Member Shadron, Member Storment, Council Liaison Councilman Brown, Assistant City Manager John Quintanilla and City Secretary Jackie Gaines.

Members not present: Chairman Holden and Member Littrell.

3. Approve Building and Standards Minutes for October 30, 2012.

Mr. Shadron made a motion to approve Minutes of Building and Standards Commission Meeting October 30, 2012. Ms. Storment seconded the motion. The motion passed unanimously.

4. Discussion of Building and Standards Commission Activities as Provided for Under Chapter 8, Article IV, of the Code of Ordinances, City of Converse, Texas. (Assistant City Manager)

Mr. Quintanilla recapped the activities of the Commission that included the past projects the Commission has undertaken and future requests. A home on Toepperwein Road was demolished by the request of the homeowner. The city covered the cost and placed a lien on the property.

5. Discussion and Appropriate Action of Building and Standards Commission Activities Regarding Residential Structures not in Compliance with Chapter 8, Article IV, of the Code of Ordinances, City of Converse, Texas. (Assistant City Manager)

Mr. Quintanilla asked the commission members to bring structures that are not in compliance to his attention.

No action taken.

6. Discussion and Appropriate Action regarding residential a structure not in compliance with Chapter 8, Article IV, of the Code of Ordinances, City of Converse, Texas.

A. 7687 Upper Seguin

City staff has been working with the Garza family. Request to determine the ownership have been sent the City Attorney. Until ownership is clear, the City cannot place a lien against the property. The County has a lien against the property for back taxes.

Vice-Chair Lacarde agreed that the Commission has been working with the family for over one year and the family has not completed anything they agreed to. Vice-Chair Lacarde asked for affirmative action.

Mr. Quintanilla said information was sent to the City Attorney in October. Staff is waiting for instructions on how to proceed. The family was notified about this meeting and was encouraged to attend. The estimated burden to the City is a half day in labor with the street crew and the use of a Dozer.

No action taken.

B. 202 Ash, #102

Mr. Quintanilla reported that the apartment does not have a water meter due to the city pulling the meter for excessive non-payment. The property owner is allowing the occupants of 202 Ash to use their garden hose for water resource. Proposed removing the certificate of occupancy (C of O) and to make a request to remove all utilities.

Mr. Shadron asked to know who is occupying the apartment and if there are any children.

Ms. Lindgren asked if the City imposed a penalty for unlocking the meter. Mr. Quintanilla replied no, the city did not take any action.

Mr. Quintanilla will send a letter that directs the neighbor to remove the garden hose or a penalty will be assessed. A letter will be sent to the tenants as well.

Vice-Chair Lacarde made a motion to send Code Compliance out for verification and for Mr. Quintanilla to send a letter to the home owner and the occupant giving 10-days to come into compliance.

Mr. Quintanilla will confirm with Code Compliance on the violations prior to sending out the letters. A door hanger can be delivered tomorrow notifying them of the 10-day notice. The letter will go out the first of February and the city will post the public notice in the Herald Newspaper February 14th and 21st. The tenant will be notified of the February B&S meeting.

Ms. Storment seconded the motion. The motion passed unanimously.

7. Report by the City Council Liaison on Council Actions.

Councilman Brown said he was formally the City Council Liaison for the Planning and Zoning Commission prior to being appointed as Liaison for the Building and Standards Commission. The Commission was briefed on past City Council actions. Fire Station #1 had a remodel to the kitchen. Asked the Commission if they had any questions and gave the members a copy of the Council Liaison responsibilities.

8. Report By the City Staff on Future Building and Standards Actions.

No additional information reported.

9. Next Building and Standards Commission Meeting.

Wednesday, February 27, 2013, 6:30 PM.

10. Adjournment.

Vice-Chair Lacarde adjourned the meeting at 7:37 PM.