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MINUTES
CITY OF CONVERSE
BUILDING AND STANDARDS COMMISSION
FEBRUARY 27, 2013 - 6:30 P.M.

Be it known that the Converse Building and Standards Commission met in regular session on Wednesday February 27, 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.

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

Vice-Chairman Lacarde is acting Chairman due to the resignation of Chairman Holden. Mr. Caton served as a voting member for the meeting.

3. Approve Building and Standards Minutes for January 30, 2013.

Mr. Caton made a motion to approve the minutes of meeting January 30, 2013. Ms. Lindgren seconded the motion. The commission asked for corrections to the minutes. Mr. Caton withdrew his motion. Acting Chair Lacarde tabled the item until the next meeting.

4. 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

Mr. Quintanilla stated that Mr. Sudika, Attorney for the City, has placed a call into Linebarger Goggin Blair & Sampson, LLP to pursue this delinquent tax account. The City does not have any information on the tax lien. There is no change in the status of this case. Mr. Ortiz advised Mr. Quintanilla not to take any action at this time.

Ms. Lindgren inquired about the date of the letter notifying the Garza family and the date of this meeting and stated the notice is not incompliance with the Ordinance. Ms. Lindgren also asked who called the meeting. Ms. Lindgren stated section IV, Notice of Hearings of the Ordinance has not been followed. Acting Chair Lacarde agreed and added that the notices have been handled by Mr. Quintanilla in the past. Vice-Chair Lacarde replied that as acting Chair he will ensure the Commission is in compliance with the Ordinance.

Vice-Chairman Lacarde asked for a motion to table the item. Ms. Lindgren made a motion to table the item until they have advice from the Attorney. Ms. Storment seconded the motion. The vote was

unanimous. The motion carried.

B. 202 Ash, #102

Mr. Quintanilla stated the letter and notice in the paper has been sent out within the guidelines of the ordinance. Mr. Quintanilla reported 202 Ash #202 has been without a water meter for months for non-payment. A family of four occupies the unit. The Building Inspector and the Code Compliance Officer performed a site inspection and found the inside of the home to be in clean condition in spite of no running water. There is no hot water unless water is heated on the stove. The occupants had a 5 gallon water dispenser located in the restroom for consumption. The exterior inspection showed damage that included visual gaps and breaks in the rear wall covering due to what a tenant described as a vehicle impact. A structure supporting column at the vehicle impact site was found to be loose and not secured by anchoring. The Building Official met with the property manager to advise them of the conditions of the water meter and the conditions of the exterior of the unit.

The hose bibs have been corrected and the shed has been moved to the front for bulk pickup. The structure supporting column is still an issue. Section 505.1 and 505.4 of the International Residential Code (IRC) states there has to an adequate amount of water to be drawn at every sink, lavatory, bathtub, shower and laundry facility at a minimum temperature of 110 degrees Fahrenheit.

The commission had concerns of sewage issues. The water bill remains the responsibility of the occupant. Ms. Lindgren pointed out that the property number listed is incorrect on all the documentation.

The Commission and Mr. Quintanilla agreed that the conditions of the property do not warrant any action to be taken by the Building and Standards Commission at this time. Mr. Quintanilla added that if the property owner does not comply within a reasonable amount of time, he would like to bring this case back to the Commission to encourage the property owner to get the property into compliance.

Acting Chair Lacarde stated there is no action to be taken for 202 Ash # 102.

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

Councilman Brown reported that at the last City Council meeting, the Commission Chairs gave a briefing to the City Council that included all projects and actions taken. Interested members for the Chair position of the Building and Standards Commission have 30 days to submit an application to Mr. Quintanilla for Council's appointment.

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

A. 220 Legion.

Mr. Quintanilla stated that 220 Legion is another case that does not have water due to non-payment and the City pulled the water meter. The Chairman will be contacted when more information becomes available. Another possible case to be brought to the Chairman will be 301 North Street.

7. Next Building and Standards Commission Meeting.

To be determined.

8. Adjournment.

Vice-Chair Lacarde adjourned the meeting at 7:43 PM.