



Expanding Horizons

CITY OF CONVERSE
CITY ADMINISTRATION

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AMENDED

MINUTES
CONVERSE BUILDING AND STANDARDS COMMISSION
January 15, 2014
6:30 P.M.

Be it known that the Converse Building and Standards Commission met in Regular Session on Wednesday, January 15, 2014 starting at 6:30 P.M. in the Converse Conference Room #1 at 405 S. Seguin Street.

The following Commission Members were present:

Mr. Jim Lacarde, Chairman
Mr. Richard Caton, Member
Councilman Rick Davis, Liaison
Ms. Holly Nagy, City Secretary

Ms. Joan Lindgren, Vice Chair
Mr. Lloyd Littrell, Member
Mr. John Shadron, Member
Mr. John Quintanilla, Asst. City Manager

Visitors: Officer Mark Alvarado
Gilbert Durant, Building Official
Felix Arambula III, City Attorney
Scott Wiggins

Absent: Ms. Sydney Storment, Member

1. Call Building and Standards Commission Meeting to Order.

Chairman Jim Lacarde called the meeting to order at approximately 6:30 PM

2. Recognition of Visitors.

None.

3. Approve Building and Standards Minutes for December 4, 2013.

Mr. Lacarde made a correction to the December 4, 2013 minutes.

Mr. Caton is a member, but not the vice-chair.
Ms. Lindgren is a member, but is also the vice-chair.

Mr. Lacarde did not second the approval of minutes.

Mr. Shadron made a motion to approve the minutes with the stated amendments; Mr. Caton seconded the motion. The motion passed.

BUILDING AND STANDARDS MINUTES OF MEETING 1-15-14

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

- A. 219 Royal
- B. 9941 Flatland Trail
- C. 9478 Kneupper
- D. 607 Meadow Top
- E. 209 Royal
- F. 107 South
- G. 202 Gateway
- H. 9060 FM 78

- 9060 FM 78

- Mr. Durant, building official was present to discuss the property.
- Several electrical, mechanical and plumbing problems on the site.
- Notified they have to obtain a Certificate of Occupancy.
- Life safety concerns.
- Have made quite a bit of progress on the property, and CPS has turned the meters back on.
- Ms. Anetta present on behalf of Town East Apartments.
- Mr. Quintanilla stated hot water heaters are a big issue, were replaced without permits.
- Lighting issues were taken care of.
- Ms. Anetta has owned property for 9 years- still requesting more time for repairs.
- Mr. Durant stated that property owner was unaware of the state fire requirements, and he has since furnished information for compliance.
- Fire extinguishers and fire alarms = completed in 30 days.
- Mechanical 102 Units= estimate of 3 months.
- Must use Texas licensed contractors.

- Building & Standards Commission would like update every 30 days with written statements of what was done during those 30 days.

- Assistant City Manager will make a list of priorities for what should be done first.

- Mr. Durant named the first priorities.
 - 1) Smoke detectors
 - 2) HVAC Units
 - 3) Electrical issues
 - 4) Awnings, landings & stairs
 - 5) Draft stopping in attic
 - 6) Water heaters

Mr. Lacarde requested the Commission be copied on all correspondence, so they may see what was done.

Mr. Caton made a motion approving the request for more time subject to the conditions listed above; Ms. Lindgren seconded the motion, the motion passed.

BUILDING AND STANDARDS MINUTES OF MEETING 1-15-14

- 219 Royal

- Scott Wiggins- newly hired property manager hired by property owner, Ms. Darnell.
- Officer Alvarado stated that nothing has been done to rectify the problems on the property; clutter was piled up on patio and couldn't inspect the inside of the premises.
- Ms. Darnell is being fined \$50 a day for each day the property remains out of compliance.
- A lot of trash and clutter was left behind by previous tenant.
- Mr. Wiggins stated that he is collecting bids to get it rental ready, the property is considered uninhabitable.

Ms. Lindgren made a motion that the property manager be allowed 30 days to get the property rental ready with fines still accumulating until the outside of the property is cleaned up. Mr. Shadron seconded the motion, the motion was unanimous.

- 9941 Flatland Trail

- Officer Alvarado
 - Appears someone lives in property.
 - Front of property looks really nice.
 - Backyard has been cleaned up.
 - No action required.

- 9478 Kneupper

Mr. Wiggins present as property manager for Ms. Darnell.

- Gil Durant made an inspection of property.
- No fence placed around property as requested.
- Nothing done with garage as requested.
- Mr. Wiggins stated that M&M Demo were around taking photos for Demo estimates.
- Two demo bids
 - \$8000
 - \$9512
- 3 day timeline for complete demo and removal.
- Contractor must contact Gil Durant as Texas state law requires 10 day notification prior to demo.
- No action taken- fines will continue to accumulate.

- 607 Meadow Top

Officer Alvarado stated that no improvement has been made to the property, and the property has fallen into worse shape. The property has changed hands 3 times. Mr. Quintanilla is unable to contact the owner. Mr. Arambula stated his firm will attempt to track down the owner as he has more resources available to him than Mr. Quintanilla.

Mr. Shadron made a motion that if the property is not cleaned up within 10 calendar days, a \$50 a day fine will be assessed. Mr. Littrell seconded the motion, the motion passed unanimously.

BUILDING AND STANDARDS MINUTES OF MEETING 1-15-14

- 107 South

- Front has somewhat been cleaned up.
- Board placed on the front door.
- Broken window boarded up.
- Back door boarded up.
- Debris in back still there.
- Property owner lives in Utah.
- The house is now for sale.
- Mr. Littrell will update status at next meeting.

Mr. Caton made a motion to give the owner 30 days to complete clean up of property or fines will be assessed. Ms. Lindgren seconded the motion; Mr. Littrell abstained from the vote. The motion passed.

- 202 Gateway

- Cleaned up
- Weeds removed
- Cans of paint removed.
- Stacks of bricks remain.
- Advantage Real Estate is managing the property.

- No action taken. Case closed.

5. Report By the City Council Representative on Council Actions and the City Staff on Future Building and Standards Actions.

Councilman Davis reported the following:

- 30,000 Purchase from Live Oak for water.
- Garbage contract renewed.
- Fire Department ISO Rating of II presented by State Fire Marshall.

6. Report by City Staff on Future Building & Standards Actions.

Mr. Quintanilla stated there will be 5 properties up for discussion at the next meeting.

- 9060 FM 78
- 9478 Kneupper
- 209 Royal
- 112 N. Meadow- Home caught fire October of 2013.
- 202 Topperwein- Roof caving in on structure.

7. Next Building and Standards Commission Meeting to be Determined.

February 26, 2014

8. Adjournment.

Chairman Lacarde adjourned the meeting at approximately 8:00 PM.