

MINUTES
CONVERSE BUILDING AND STANDARDS COMMISSION
April 23, 2014
6:30 P.M.

Be it known that the Converse Building and Standards Commission met in Regular Session on Wednesday, April 23, 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. Zenobia West, Secretary

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

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.

Officer Mark Alvarado
Felix Arambula III, City Attorney
Gilbert Durant, Building Official
Councilman John Lindgren

3. Citizens to be Heard.

Brenda – Towne East Apartment
Jim & Evelyn Beaupre

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

Mrs. Lindgren made a motion not to accept the minutes because of corrections that are needed. Mr. Caton seconded the motion. The motion passed

5. 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. 101 Legion Dr. W

Since the last meeting the property has changed a lot. Some debris has been moved however, more work still needs to be done. Property owner is working with the tenant to clean property. Property owner has began the process of eviction.

Mr. Arambula asked 'What does your lease agreement call for? Are you allowed to enter the exterior of the property when tenant is not home?' Property owner does have access to the exterior of the home.

Officer Alvarado stated that the Tenant has made outstanding progress in cleaning up the property.

Staff recommendation – Residence is making progress. Give the tenant another 30 days.

Mrs. Lindgren doesn't think that they need a staff recommendation and that is doesn't call for a staff recommendation in the ordinance. Other committee members appreciate the staff recommendation.

Mrs. Lindgren made a motion to let the owner for the property of 101 Legion Dr. W have 30 more days to work on cleaning up this property otherwise penalties will be accessed. Motion was seconded by Mr. Shadron.

Mr. Littrell is asking for 30 days without penalties.

Councilman Davis – For future properties we should not be negotiating with the tenant and only deal with the owner.

Vote 3:2 in favor of the motion

b. 9478 Kneupper

Was there any action for penalties that the City could place against the former owner of the property, Mrs. Ann Darnell?

Mr. Arambula stated that as a commission we can't bring forth any penalties to the previous owner. The way the statute is written it is the current owner for the property. Once the property changes hands any penalties place on the property will go to the current owner. The statute of intent is for the current owner for the property. We are out of luck only because the property has changed hands. In the future liens will be filled in a timely manner.

c. 9060 fm 78

Mr. Durant and Mr. Quintanilla visited the property to check for the smoke detector. Out of the two units they visited; One unit had detectors installed and in the other unit the smoke detector was installed incorrectly. At this time the only inspections that have been done are 6 AC pads. There has been no additional inspection requested at this time.

Mrs. Brenda (property owner) – Stated all the smoke detectors have been installed as of today. The work was not completed until today due to tenants not wanting to give them access to their apartment.

Mr. Lacarde recalled that at the last meeting Mrs. Brenda stated that all the smoke detectors had been installed already.

Mrs. Brenda stated they did complete 50 AC units. If they have any questions they do contact Mr. Durant.

Mr. Caton questioned what has been done and when, referring to what was said by Mrs. Brenda at the last meeting.

The next inspection for this property is schedule for this Friday.

Mr. Quintanilla asked Mr. Durant about the 4 page document of corrections, is 90 days a reasonable time frame to have them completed? Mr. Durant stated that 90 days would not be enough time to complete all the necessary corrections. A 6 month time frame would be better, however, that still

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might be cutting it short.

Mr. Quintanilla addressed the fact that 6 months would not be enough time to complete all the items.

Mr. Durant recommended that he would like to provide you with a written summary that could be presented into the minutes stating what work has been completed.

Mrs. Lindgren asked if the fire department would be doing inspections as well? Mr. Durant stated he has invited the fire inspector to visit the property with him.

Mr. Shadron asked about the pool and its condition. Mrs. Brenda stated that the pool is not in use and will be closed for the summer until it is fixed. There will be a letter going out the resident informing them of this.

Mrs. Lindgren made a motion to give the Towne East Apartments an additional 6 months continued work on the project with a possibility of more time if that's necessary since the permits are good for a year and have Mr. Durant give a written report of the progress and to have the property owner come at the 6 month time frame at the October 2014 meeting to give an assessment of what is going on, unless we find that there is a reason for them to come sooner than that.

Seconded by Mr. Caton.

Vote 5:0 in favor of the motion.

d. 607 Meadow Top

Mr. Arambula is trying to find the trustee for this property.

The previous owner declared bankruptcy.

We need to find out who the owner is in order to take action.

Officer Alvarado stated that after visiting the property the City has boarded up the property to secure it.

A Lien has been filed to recover fees for the labor to secure this property. File a lien with the owner of record according to the Bexar County Appraisal District.

Mr. Arambula recommends we look at the bankruptcy papers to find out who owns the property.

Mr. Lacarde would like the owner of the property tracked down.

Mr. Quintanilla recommends having daily fines to demonstrate to the owner that you can't abandon property in Converse. Fines had begun on January 15, 2014 at \$50 per day.

No motion needed just need to file the lien.

e. 209 Royal

Property has transfer ownership, from Ann Darnell to Jackson Darnell. Mr. Quintanilla will need to start the notification process to Mr. Jackson Darnell.

No violation. Home is being rented. Item needs no action.

f. 107 South St

Property is clean up and grass has been mowed. There are some structural issues but property has been sealed up.

No further action needed.

g. 112 N Meadow

Property has changed hands but has not been verified. Property has clean property up and boarded up the property up so there would be no access for children.

Mr. Quintanilla and Mr. Durant will call tomorrow to schedule a meeting with the new property owners to discuss what the City will require him to do with this structure. Also to invite the new owner if it did change hands to the next meeting in May to address their intent to commission.

No action needed at this time.

h. 9900 Loop 1604 East

A notification has been sent to the owner of record and at this time no response has been received.

Mr. Lacarde suggests that a fine would be appropriate. The property is not structural sounds and is a safety issue.

Mr. Quintanilla suggests sending a correspondent indicating the fines that are accruing on this property.

Mrs. Lindgren suggests taking action to locate the owners. To send two letters one certified and one regular mail addressing possible fines.

Mr. Litteral makes a motion to table the property for 30 days and give Mr. Quintanilla time to contact the property owners. Mr. Caton seconded the motion.

Vote 5:0 in favor of the motion.

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

Councilman Davis reported the following:

1. Search for a new City Manager. Rick Jamison was named Interim City Manager.
2. Discussion of the TXDOT project in front of the building.
3. John Lindgren filled the vacant council seat.
4. The strategic plan has been complete.

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

Mr. Quintanilla stated that there is one new address that will be presented in the May meeting.

The following items will be dropped from the agenda:

1. 9478 Kneupper
2. 209 Royal
3. 107 South St

The following items will be addressed again in May:

1. 9060 Fm 78 – in the form of a written report
2. 101 Legion Drive West

607 Meadow Top – Mr. Quintanilla will provide Mr. Arambula with the bankruptcy documents.

112 North Meadow – Mr. Quintanilla will invite the new owners to the May Meeting.

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9900 Loop 1604 East – Mr. Quintanilla will contact owners via certified mail.

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

May 28, 2014

9. Adjournment.

Chairman Lacarde adjourned the meeting at approximately 8:29 PM.