



MINUTES
CITY OF CONVERSE, TEXAS
BUILDING & STANDARDS COMMISSION
Wednesday, August 28, 2019 – 6:30 P.M.

The Building & Standards Commission of the City of Converse met in a regular meeting at Central Fire Station #1 located at 602 Toepperwein Rd., on Wednesday, August 28, 2019 at 6:30 p.m. to discuss various items on the agenda.

1. Call Building and Standards Commission Meeting to Order.
Chairman Caton called the meeting to order at approximately 6:30 p.m.
2. Pledge of Allegiance. *To the United States Flag.*
3. Roll Call and Recognition of Visitors.
4. **Present:**
Chairman, Richard Caton
Vice Chair, Linda Dougherty
Commissioner, Patrick O’Leary
Commissioner, Lee Ann Ferguson
Commissioner, Nancy Droneburg
Alternate Commissioner, Katherine Gibbs
Absent:
City Council Liaison – Councilwoman Richel, excused.
Visitors:
Fire Chief Luis Valdez, (Code Compliance Staff; Robert Bala, Trevor Carrasco, James Markov)
Rudy Martinez
5. Citizens to be Heard (Limit 3 Minutes). *None.*
6. Introduction of Code Compliance Staff.
James Markov, Robert Bala and Trevor Carrasco.
7. Approve Building and Standards Minutes of June 26, 2019 Commission Meeting.
Commissioner Ferguson made a motion to approve the minutes of June 26, 2019; seconded by Commissioner Droneburg. Motion passed.
8. Discussion and Appropriate Action on six month evaluation of Sec. 18-132 Property Maintenance & Appearance on property located at 608 Meadow Gate.
Commissioner Ferguson made a motion to propose a letter with payment options for the amount of \$383.26; Commissioner O’Leary suggested amending the motion to file a lien for the amount of \$383.26 to preserve the amount.
Commissioner Ferguson made a motion to amend the first motion as suggested by Commissioner O’Leary; seconded by Commissioner Droneburg. Motion passed.

9. Briefing on Sec. 110 Unsafe Buildings of the International Fire Code (IFC) 2015. (Commissioner Droneburg) & (Fire Chief Valdez)
Fire Chief explained to the members how a Fire Marshal has authority to demolish an unsafe structure.
10. Discuss condition and possible resolution for 306 Michelle Dr. (Chairman Richard Caton)
Commissioner O'Leary made a motion to reassess this case in six (6) months to allow the county to put it up for auction again; seconded by Nancy Droneburg. Motion passed.
11. Discussion and Review what is to be included in the commission Administrative fee of Ordinance #101 2-2018 Sec. 2-176 – Responsibilities (g). (Chairman Richard Caton)
No Action Required.
12. Discuss Annual Report (Chairman Richard Caton)
No Action Required.
13. Discussion and Updates on cases handled by Code Action Team (CAT); Commercial & Residential Properties not in compliance with Chapter 8, Section 8-1 (a) 6- International Property Maintenance & Appearance; Chapter 3 General Requirements.
 - A. 9056 FM 78 (Ram's Automotive)
 - B. 9178 FM 78 (Auto's My Hobby)
 - C. 7616 Upper Seguin (Placid Park Mobile Home)
 - D. 9235 Converse Business Lane
 - E. 8597 Brucks Dr. – Auto Change - Volkswagon Junk yard
 - F. 218 Brenda
 - G. 8919 Drowsy
 - H. 10118 Outlaw Bend*No Action required.*
14. City Council Liaison and Assistant City Manager Reports:
In consideration of Texas Attorney General Opinion AG-0668, information provided on subjects not on the agenda shall be limited to statements of specific factual information; or recitation of existing policy. Any deliberation of or decision about a subject not on the agenda shall be limited to a proposal to place the subject on the agenda for a subsequent meeting.
 - A. City Council Liaison's Report
 - B. Report by Assistant City Manager (Briefing on Annexation)
 - *Public Hearing, AAA Storage*
 - *Annexation- Idea Charter School*
 - *Interlocal agreement – ETJ/ SA 6 Phase – new process agreement; new law*
 - C. Report & Discussion of Future Agenda Items
None.
13. Building and Standards Commission Meeting to be determine.
14. Adjournment. *Meeting adjourned at approximately 8:00 pm*