



**BUILDING AND STANDARDS COMMISSION
MINUTES**

**REGULAR MEETING
Wednesday, July 25, 2012**

The Building and Standards Commission convened in a regular meeting on Wednesday, July 25, 2012 at 301 West 2nd Street, Austin, Texas.

Chairperson Ethelynn Beebe called the Commission Meeting to order at 6:35 p.m.

Commission Members in Attendance:

Dr. Ethelynn Beebe, Chair; David Brown, Vice Chair; Tim Hill, Stacy Kaplowitz, Charles Cloutman, Steven Alloway

Staff in Attendance:

Christopher Moore, Commission Coordinator; Sonja Prevo, Commission Coordinator; Steve Ramirez, Assistant Division Manager; Ron Potts, Assistant Division Manager; Megan Mosby, Assistant City Attorney; Carl Smart, Director; Dan Cardenas, Assistant Director; Keith Leach, Assistant Director; Terry Hurd, Supervisor; Melissa Martinez, Public Information Officer; Marcus Elliott, Investigator; Alanna Reed, Community Outreach Coordinator.

1. **OLD BUSINESS – Wood Ridge Apartments, 1900 Burton Drive, Buildings 1-15**
 - a. Progress update given by Byron Plant – Property Manager for Wood Ridge Apartments.
 - b. City Staff's update given by Steve Ramirez, Ron Potts, Marcus Elliott and Alanna Reed.
 - c. A motion to subpoena the owner made by Commissioner Tim Hill. Commissioner Cloutman second. The motion passed with a 6-0-0 vote.
2. **CITIZEN COMMUNICATION: General**

Farrah Chelstrom – Resident (2612 Edgewater Drive); Ruby Roa – Community Activist (1900 Burton Drive); Dennis Roach – Tennant (1900 Burton Drive); Doug Robb – Tennant (1900 Burton Drive)
3. **PUBLIC HEARINGS**

No cases were heard by the Commission.
4. **APPROVAL OF MINUTES**

The minutes from the meeting of June 27, 2012 were approved on Commissioner Hill's motion. Commissioner Brown second. The motion passed on a 6-0-0 vote.
5. **NEW BUSINESS: Discussion and Possible Action**
 - a. Working Groups – discussion evolved around the formation of a working group if needed but first wanted a report outlining the options available to the Commission when a vacation order is given during emergency situations (see i.).
 - i. Commissioner Hill made a motion for staff to provide: 1) a report/presentation as to the housing options when the Commission issues a vacate order; 2) a report/presentation as to current coordination with other City departments; and 3) make a recommendation as to how that can be improved. Commissioner Cloutman second. The motion passed on a 6-0-0 vote.
 - b. Commission Membership – bring back to the Commission at a later date for further discussion.
 - c. Rules – Request made by the Commission to review current rules and bring back to the Commission a proposed draft when ready to do so.

- d. Bylaws – Request made by the Commission to review current bylaws and bring back to the Commission a proposed draft when ready to do so.**

6. ADJOURNMENT

Chairperson Dr. Beebe adjourned the meeting at 8:42 pm without objection.