



**Building and Fire Code Board of Appeals  
APPROVED Minutes**

**Board Meeting  
August 25, 2021**

The Building and Fire Code Board of Appeals met in a Regular Called Meeting on August 25, 2021 via Web Ex Video Conference

Board Member, Schumann called the meeting to order at 1:35 p.m.

**Board Members in Attendance:** Ashley Juraska, Tim Arndt, Alan Schumann, Ben Abzug, Gary Wilkes and Ron Buys

**Board Members Not in Attendance:** Marco Fiorilo, Bobby Johns, Aubrey Brasfield

**Staff in Attendance:** Rick Arzola (DSD), Beth Culver (DSD), Jaime Castillo (DSD)

1. **APPROVAL OF MINUTES:** The minutes from the **June 23, 2021** Regular Called meeting were approved as written. Board member Buys made a motion to accept the minutes as written, Chairman Schumann second the motion. Motion pass 6-0  
The minutes from the **July 28, 2021** Regular called meeting were approved as written. Board member Arndt made a motion to accept the minutes as written and Chairman Schumann second. Motion pass 6-0
2. **DISCUSSION- Development Presentation of Contractor Registration Program –**  
Development Service Staff Jaime Castillo updated the board on the recent stakeholder meeting on the Contractor Registration Program. In that presentation, DSD staff is considering all building and demolition contractors to register prior to issuance of any permits, must be licensed in the state of Texas and provides contact information. Offenses to the registration include, violators are reported to the licensing agency, contractors may not allow other individuals to work under that permit, may not cause injury on work performed under that permit, failure or refuse to display license or permit on work performed, request inspections on work performed and must not have more than 5 expired or licenses in a current year. Also in that discussion was council considerations of Bonding and Insurance. To have a certificate of liability insurance with the city to cover bodily injury and property damage. And must provide proof of workers compensation in accordance with statutory requirements. Currently these measures are only set for demolition contractors. Discussion on this will continue with the Housing and Planning Committee followed by the Hispanic contractors and HBA for discussion in September before a meeting with Council in December. Staff will update the Board Fire Board on its findings at a later date.
3. **BOARD MEETING FOR SEPTEMBER-** DSD staff and board liaison Rick Arzola informed the board that beginning September 1 2021, live meetings will take place in person. All staff members are expected to meet at the Planning Development Center at 6310 Wilhelmina Delco Drive in Conference Room 4001.
4. **FUTURE AGEND ITEMS-** No Future Agenda Items were discussed.
5. **ADJOURN –** Without objection, Chairman Schumann adjourned the meeting at 2:16 pm.