

BUILDING STANDARDS BOARD MINUTES

**2024 SAPMC SUBCOMMITTEE
Wednesday, October 23, 2024**

The Building Standards Board 2024 San Antonio Property Maintenance Code Subcommittee convened in a regular meeting on Wednesday, October 23, 2024, at the One Stop Center, located at 1901 S. Alamo Street, San Antonio, TX 78204.

Danny Liguez, Code Enforcement Administrator, Development Services Department, Code Enforcement Section, called the meeting to order at 9:03 a.m.

Board Members Present: Frederick Andis, Thomas Franks, Dr. Erlinda Lopez-Rodriguez, Kayla Miranda, Joel Solis, Dewayne Nelson, Clay Thompson, and Jason Vasquez

Staff Support: Melissa Ramirez, Interim Deputy Director, Development Services Department; Danny Liguez, Code Enforcement Administrator, Development Services Department, Code Enforcement Section; Dale Russell, Code Enforcement Supervisor, Development Services Department, Code Enforcement Section; Esther Ortiz, Development Services Specialist I, Development Services Department, Code Enforcement Section; Jennifer Martinez, Administrative Assistant II, Development Services Department, Code Enforcement Section; Ingrid Castillo-Mercado, Management Analyst, Development Services Department, Code Enforcement Section; Monique Kormann, Interim Development Services Department Administrator, Development Services Department; Emily Reyes, Planner, Development Services Department; Valerie Rodriguez, Senior Planner, Development Services Department

Legal Representation: Eric Burns

Worldwide Languages Representatives: Alma Kron and Dina Perez

Public Comments

Mark Ross signed up to speak.

Briefing and Possible Action on the following items:

Item 1. Introduction & Overview

Introduction by Development Services Department staff members and Building Standards Board 2024 San Antonio Property Maintenance Code Subcommittee members.

Danny Liguez, Code Enforcement Administrator, presented a background on the San Antonio Property Maintenance Code review process and reviewed the significant changes to the SAPMC that occurred in 2022.

Melissa Ramirez, Interim Deputy Director, referenced the SASpeakUp website for community members that are interested in submitting SAPMC amendments. Deadline for amendment submissions is Wednesday, October 23, 2024, at 4:30 p.m. <https://www.saspeakup.com>

Development Services presented a table with future Building Standards Board 2024 San Antonio Property Maintenance Code Subcommittee meeting dates for discussion.

Meeting Dates for Discussion
Wednesday, October 30, 2024 @ 2:00 p.m. – 4:00 p.m.
Friday, November 8, 2024 @ 2:00 p.m. – 4:00 p.m.
Wednesday, November 13, 2024 @ 9:00 a.m. – 11:00 a.m.
Wednesday, November 20, 2024 @ 9:00 a.m. – 11:00 a.m.
Friday, December 6, 2024 @ 2:00 p.m. – 4:00 p.m.
Friday, December 13, 2024 @ 2:00 p.m. – 4:00 p.m.

A motion was made by Thomas Franks to change the meeting time for Wednesday, October 30, 2024, from 2:00 p.m. – 4:00 p.m. to 9:00 a.m. – 11:00 a.m.
6-1-1 vote. (Nay: Jason Vasquez/Abstain: Joel Solis)

Motion carries.

A motion was made by Clay Thompson to accept the remainder of the meeting dates and times as presented by Development Services. Thomas Franks seconded the motion.
8-0-0 vote.

Motion carries.

Meeting Dates as Determined
Wednesday, October 30, 2024 @ 9:00 a.m. – 11:00 a.m.
Friday, November 8, 2024 @ 2:00 p.m. – 4:00 p.m.
Wednesday, November 13, 2024 @ 9:00 a.m. – 11:00 a.m.
Wednesday, November 20, 2024 @ 9:00 a.m. – 11:00 a.m.
Friday, December 6, 2024 @ 2:00 p.m. – 4:00 p.m.
Friday, December 13, 2024 @ 2:00 p.m. – 4:00 p.m.

Item 2. Vote to appoint a Chairperson and Co-Chairperson of the San Antonio Property Maintenance Code Subcommittee

Thomas Franks made a motion to nominate Kayla Miranda as Chairperson. Dr. Erlinda Lopez-Rodriguez seconds the motion.

8-0-0 vote.

Motion carries

Kayla Miranda made a motion to nominate Thomas Franks as Co-Chairperson. Frederick Andis seconds the motion.

8-0-0 vote.

Motion carries

Item 3. Discussion of Chapter 6, Article IV, Minimum Property Maintenance Code, and proposed amendments to the current codes

Building Standards Board 2024 San Antonio Property Maintenance Code Subcommittee members received a copy of the 2021 San Antonio Property Maintenance Code and the 2024 International Property Maintenance Code.

Danny Liguez, Code Enforcement Administrator, stated that the SAPMC amendments will be tracked via a live spreadsheet. Recommended that the San Antonio Property Maintenance Code Chapter 1 Scope and Administration amendment process commence at the next meeting.

A motion was made by Clay Thompson to commence the amendment process at the next meeting. 8-0-0 vote.

Motion carries.

A motion was made by Thomas Franks to review the San Antonio Property Maintenance Code by amendments only, not section by section. Dewayne Nelson seconds the motion.

8-0-0 vote.

Motion carries.

The board is adjourned by unanimous consent.

Meeting Adjourned at 10:11 a.m.