

BUILDING STANDARDS BOARD MINUTES

**FULL PANEL
Thursday, October 10, 2024**

The Building Standards Board Full Panel convened in a regular meeting on Thursday, October 10, 2024, at the One Stop Center, located at 1901 S. Alamo Street, San Antonio, TX 78204.

Building Standards Board Chair Dewayne Nelson called the meeting to order at 9:05 a.m.

Board Members Present: Dewayne Nelson, BSB Chair; Robert Tapia, BSB Vice Chair; Ann Winer, Panel A Board Member; Paul Hernandez, Panel A Board Member; George Grimes Jr, Panel A Board Member; Dora Solis, Panel A Board Member; Rollette Schreckenghost, Panel A Board Member; Frederick Andis, Panel B Board Member; Kayla Miranda, Panel B Board Member; Dr. Erlinda Lopez-Rodriguez, Panel B Board Member; Courtney Rosen, Panel B Board Member; Joel Solis, Panel B Board Member.

Staff Support: Melissa Ramirez, Interim Deputy Director, Development Services Department, Code Enforcement Section; Danny Liguez, Code Enforcement Administrator, Development Services Department, Code Enforcement Section; Jenny Ramirez, Code Enforcement Manager, Development Services Department, Code Enforcement Section; Alice Guajardo, Development Services Manager, Code Enforcement Section; Judy Croom, Sr. Administrative Assistant, Development Services Department, Code Enforcement Section; Esther Ortiz, Development Services Specialist I, Code Enforcement Section and Jennifer Martinez, Administrative Assistant II, Code Enforcement Section.

Legal Representation: Eric Burns and Lucinda Orosco

Worldwide Languages Representatives: Justa Garcia-Higby and Alma Kron

Approval of Minutes

The minutes from the meeting of May 16, 2024, were approved by Fred Andis. Robert Tapia seconded the motion. The minutes were unanimously approved.

12-0-0 vote.

Motion carries

Public Comments

No public comments.

***Item #2 – Emergency Demolition # INV-DPE-INV24-2910000701
Owner: Salinas Salvador & Salinas Rodolfo***

***923 N. Zarzamora St.
(accessory structures)***

923 N. Zarzamora St. Emergency Demolition was read into the record. Jenny Ramirez, Code Enforcement Manager, presented to the board.

Item #3 – Executive Session

Executive Session at 9:46 a.m.

Reconvened at 10:29 a.m.

Item #4 – Selection of Board Chair and Vice Chair

A motion was made by Fred Andis to nominate himself as the Building Standards Board Chair. Ann Winer seconded the motion.

A motion was made by Courtney Rosen to nominate Dewayne Nelson as the Building Standards Board Chair. Ann Winer seconded the motion.

Roll Call for Chair

Board Members	Fred Andis	Dewayne Nelson
Robert Tapia	✓	
Ann Winer	Abstain	Abstain
Paul Hernandez	✓	
George Grimes Jr		✓
Dora Solis	✓	
Dewayne Nelson		✓
Dr. Erlinda Lopez-Rodriguez		✓
Frederick Andis	✓	
Joel Solis		✓
Rollette Schreckenghost	✓	
Kayla Miranda		✓
Courtney Rosen		✓
Total	5	6

Dewayne Nelson is elected as the Building Standards Board Chair.

5-6-1 vote. (Abstain-Ann Winer)

A motion was made by Dewayne Nelson to nominate, Fred Andis, as the Building Standards Board Vice Chair. Ann Winer seconded the motion.

Roll Call for Vice Chair

Board Members	Fred Andis
Robert Tapia	✓
Ann Winer	✓
Paul Hernandez	✓
George Grimes Jr	✓
Dora Solis	✓
Dewayne Nelson	✓

Dr. Erlinda Lopez-Rodriguez	✓
Frederick Andis	✓
Joel Solis	✓
Rollette Schreckenghost	✓
Kayla Miranda	✓
Courtney Rosen	Abstain

Fred Andis is elected as the Building Standards Board Vice Chair.
11-0-1 vote. (Abstain- Courtney Rosen)

Item #5 – Interim Director’s Report

Melissa Ramirez, Interim Deputy Director, Development Services Department for Amin Tohmaz, Interim Director, Development Services Department, updated the board on the Development Services Department FY 2024 Performance Measures and presented a chart with the tier 1 and tier 2 response rate, proactive and compliance rate, and graffiti abatements.

Item #6 – Staff Updates

Danny Liguez, Code Enforcement Administrator, Development Services Department, presented to the Board an overview of the Chapter 6 Subcommittee Update and the SAPMC adoption process.

Kayla Miranda, Panel B Board member, requested a direct email be sent to the board members and city council regarding the Chapter 6 Subcommittee and the SAPMC adoption process.

Courtney Rosen, Panel B board member, requested every council member be notified about the Chapter 6 Subcommittee and the SAPMC adoption process to encourage full participation of citizens of the City of San Antonio.

Eric Burns, Legal Representation, stated that any change in SAPMC adoption process is not controlled by Development Services, nor does Development Services have the ability to control how each council district communicates with their constituents.

Danny Liguez, Code Enforcement Administrator, Development Services Department, stated the kickoff meeting for the Chapter 6 Subcommittee will be held on October 23, 2024, at 9 a.m.

Sub-Committee Members	Alternate Sub-Committee Members
Kayla Miranda	Dewayne Nelson
Dr. Erlinda Lopez-Rodriguez	Ann Winer
Fred Andis	Rollette Schreckenghost
Thomas Franks	
Joel Solis	
Jason Vasquez (non BSB board member)	
Clay Thompson (non BSB board member)	

Eric Burns, Legal Representation, presented to the Board an overview of the Demolition Process.

Ingrid Castillo Mercado, Management Analyst for Code Enforcement, presented to the Board an overview of Development Services Department Liaison Community Outreach Program.

Alice Guajardo, Development Services Manager, Development Services Department, presented to the Board a Building Standards Board Membership chart with the breakdown of each member's position and the City Council District each member represents.

Alice Guajardo, Development Services Manager, Development Services Department, presented to the Board a Building Standards Board membership attendance chart with a breakdown of each member's percentage rate of meetings attended from October 1, 2023, through September 30, 2024.

Alice Guajardo, Development Services Manager, Development Services Department, presented to the Board the Building Standards Board future meeting dates.

Alice Guajardo, Development Services Manager, Development Services Department, updated the Board with a Building Standards Board Orders and Actions Report overview which represents the total number of Dangerous Premises cases, San Antonio Property Maintenance Code cases, and Summary Abatement Appeals that have been presented at the Building Standards Board hearings from October 1, 2023, through September 30, 2024.

Alice Guajardo, Development Services Manager, Development Services Department, updated the Board on the Building Standards Board cases by Council District and the number of Proactive and Reactive cases from October 1, 2023, through September 30, 2024.

Item #7 – BSB Guidelines, Policies and Procedures

Judy Croom, Building Standards Board Liaison, stated since both, Dewayne Nelson and Fred Andis sit on the Panel B Board, one member will need to move over to the Panel A Board.

Fred Andis, Panel B board member, volunteered to move to the Panel A Board.

Judy Croom, Building Standards Board Liaison, requested one panel member from Panel A move over to the Panel B Board.

Dewayne Nelson, Board Chair, stated he will leave the decision to move panel members between boards to Building Standards Board Liaison, Judy Croom.

The board is adjourned by unanimous consent.

Meeting Adjourned at 11:42 a.m.