

# **BUILDING STANDARDS BOARD MINUTES**

**2024 SAPMC SUBCOMMITTEE  
Wednesday, November 20, 2024**

The Building Standards Board 2024 San Antonio Property Maintenance Code Subcommittee convened in a regular meeting on Wednesday, November 20, 2024, at the One Stop Center, located at 1901 S. Alamo Street, San Antonio, TX 78204.

Kayla Miranda, Chairperson, called the meeting to order at 9:04 a.m.

Board Members Present: Thomas Franks, Dr. Erlinda Lopez-Rodriguez, Kayla Miranda, Joel Solis, Jason Vasquez, and Clay Thompson (*arrived at 9:09 a.m.*)

Staff Support: Amin Tohmaz, Interim Director, Development Services Department; Melissa Ramirez, Interim Deputy Director, Development Services Department; Danny Liguez, Code Enforcement Administrator, Development Services Department, Code Enforcement Section; Jenny Ramirez, Code Enforcement Manager, Development Services Department, Code Enforcement Section; Judy Croom, Sr. Administrative Assistant, 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: Savita Rai

Worldwide Languages Representatives: Alma Kron and Erika Montero

## **Public Comments**

Mark Ross signed up to speak.

Mike Rust signed up to speak.

## **Briefing and Possible Action on the following items:**

### ***Item 1. Approval of the minutes from the Building Standards Board – San Antonio Property Maintenance Code Subcommittee meeting on November 8, 2024 and November 13, 2024.***

The minutes from the meeting of November 8, 2024, and November 13, 2024, were approved by Joel Solis. Jason Vasquez seconded the motion. The minutes were approved.

5-0-0 vote. (Clay Thompson not present to vote.)

## **Motion carries**

### ***Item 2. Discussion of Chapter 6, Article IV, Minimum Property Maintenance Code***

Danny Liguez, Code Enforcement Administrator, stated that there are three items remaining that were tabled from the BSB SAPMC Subcommittee meeting held on Friday, November 8<sup>th</sup>. The

subcommittee members reviewed the three tabled items listed on the San Antonio Property Maintenance Code proposed amendments spreadsheet, listed as Items #1 - #100.

Item #47 (*tabled on November 8, 2024*). 2021 SAPMC Section 107.1 Notice to person responsible (proposed amendment).

Staff recommendation is to deny the proposed amendment and to accept a modification to the 2021 SAPMC Section 107.1 Notice to person responsible. The modification is to change the word in the second paragraph, from “*second*” to “*first*”. To read: When a notice is provided under this section, the code official may inform the owner that if the owner commits another violation of the same subsection of this code on or before the first anniversary of the date of the notice, the City, without further notice, may proceed with the prosecution of said violation.

Discussion took place among the subcommittee.

Public comments by Mike Rust.

Public comments by Mark Ross.

Motion approved to deny the proposed amendment and to accept the modification to the 2021 SAPMC Section 107.1 Notice to person responsible.

Motion by Joel Solis/Jason Vasquez seconded the motion.

6-0-0 vote.

**Motion carries**

Thomas Franks requested that the item be placed on the BSB Full Board hearing scheduled for Thursday, December 5, 2024, for further discussion.

Item #50 (*tabled on November 8, 2024*). 2021 SAPMC Section 107.3 Method of service (proposed amendment).

Staff recommendation is to deny the proposed amendment and to keep the 2021 SAPMC Section 107.3 Method of service as written.

Discussion took place among the subcommittee.

Public comments by Mike Rust.

Public comments by Mark Ross.

Motion approved to deny the proposed amendment and to keep the 2021 SAPMC Section 107.3 Method of service as written.

Motion by Thomas Franks/Joel Solis seconded the motion.

4-2-0 vote. (Nay: Kayla Miranda and Clay Thompson)

**Motion carries**

Item #51 (*tabled on November 8, 2024*). 2021 SAPMC Section 107.3 Method of service (proposed amendment).

Staff recommendation is to deny the proposed amendment and to keep the 2021 SAPMC Section 107.3 Method of service as written.

Discussion took place among the subcommittee.

Public comments by Mike Rust.

Public comments by Mark Ross.

Motion approved to deny the proposed amendment and to keep the 2021 SAPMC Section 107.3 Method of service as written.

Motion by Thomas Franks/Joel Solis seconded the motion.

4-2-0 vote. (Nay: Kayla Miranda and Clay Thompson)

**Motion carries**

## **Director's Report**

Danny Liguez, Code Enforcement Administrator, stated that all items have been completed for the BSB SAPMC subcommittee taskforce.

Kayla Miranda, Chairperson, stated that discussion will continue at the BSB Full Board hearing scheduled for Thursday, December 5, 2024.

**The board is adjourned by unanimous consent.**

**Meeting Adjourned at 9:52 a.m.**